

Front Royal-Warren County Airport Commission

DRAFT Meeting Minutes for February 10, 2021

Meeting (Special): Warren County Airport Commission

Date: February 10, 2021

Time: 7:00 p.m.

Location: Online (Zoom)

Commission Members Present: Ken Roko, Nick Starling, Bob Gould, Allan Edwards

Commission Members Not Present: Archie Fox (WCBOS)

Also Present: Rock Skowbo (Airport Manager), Mike Kelly (WC Public Works Director)

GENERAL

- Chairman called the meeting to order at 7:00 p.m.
- On motion, the meeting agenda was approved.
- On motion, the minutes from the 12/16/2020 special meeting were approved.
- Guests and public visitors were acknowledged and welcomed.

CHAIRMAN'S REPORT

- None for this meeting

SPECIAL DISCUSSION AND PRESENTATION

- "Pole Barn" building (Silent Falcon) update: bids are arriving for pouring of concrete floor.
- Security camera RFP – no updates at this time.
- IARC Competition presentation by Ken Thurman
- Public-Private Partnership – demand for additional hangars continues – awaiting critical info on ground lease rates.

OLD BUSINESS

- Potential Car Event – Mike Dunbar and Brandon Edders (sp?) presented on the subject of utilizing the airport for a car-related event with extensive discussion following.
- FAA and DOAV Initiatives – Discussion of various funding deadlines as provided by the FAA.
- Discussion of refurbishing various elements around the airport provided by Mary Ellen Hutchins.
 1. New tires for the F-86 have been procured.
- Updates on asphalt maintenance and county tax rates on aircraft from Mike Berry.

ADMINISTRATION

- Mr. Skowbo provided an update on airport operations including hangar maintenance, obstruction lights, and terminal maintenance.

ADJOURNMENT

- On motion and approval, the meeting was adjourned at 8:55 p.m.

Attached below: copy of approved Agenda for Feb 10, 2021.

Respectfully submitted,

Bob Gould
Secretary, WCAC

Approved AGENDA

Front Royal – Warren County Airport Commission – February 10th, 2021

Special Meeting: 7:00 PM to 8:30 PM

LOCATION: ZOOM

ZOOM CALL SPECIFICS **VIA COMPUTER OR SMARTPHONE** Join

Zoom Meeting

<https://us02web.zoom.us/j/9430669277>

Meeting ID: 943 066 9277

VIA PHONE (NO VIDEO)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C.)

Meeting ID: 943 066 9277#

GENERAL

- Call to Order & Pledge of Allegiance
- Adoption of Agenda
- Approval of Minutes, Special Meeting on 12-16-2020 (Draft previously distributed to Commission members and posted on County website)

CHAIRMAN REPORT

- No items for this meeting

SPECIAL DISCUSSIONS AND PRESENTATIONS

- Doug Parsons, Warren County EDA
 - Silent Falcon UaS Technologies and press announcement
 - Presentation provided by Silent Falcon via Zoom call
 - Grant Bishop, CEO
- Security Camera RFP update
 - The RFP specifics were emailed to all Commission members
 - Ed Daley, Mike Berry and County Attorney Keith McLiverty – Warren County
 - Responsible for publication of RFP
- Ken Thurman
 - IARC Competition – sometime in August 2021 ?? (pending COVID)
 - Program overview sent to all Commission members
 - Presentation by IARC
 - Discussion about preparation
- PPP (Private Public Partnership)
 - Progress in program
 - Proposal suggestions
 - Expanding hangar capacity at KFRR to waiting list of at least 10 (verified)
 - Details
 - Per Square foot to be charged on various airport properties
 - Number of parties interested in building hangars at KFRR

OLD BUSINESS:

- Request for drag racing event at Airport
 - Need to verify with insurance carrier
 - Last year same request; insurance carrier said that we would void current policy and perhaps be uninsurable.
 - Is there an insurance rider that the event holder can purchase?
 - Any impact on FAA or DOAV support for runway maintenance?
- FAA AND DOAV initiatives
 - See attached from FAA about March and May Deadlines
 - Report on meeting held February 1, 2021 with Talbert and Bright
 - Priorities at Airport
 - Runways and tarmac
 - Environmental impact study
 - Jet-A fuel needs to be included in study
 - Need to session to focus on review and update of AOP to match priorities with current requirements
- Refurbishing efforts around KFRR
 - Input from Friends of KFRR
 - New tires have been procured for F86
 - F86 (affectionately known as Howdy Doody)
 - New decals
 - Lights
- County update on various topics
 - Maintenance – Asphalt sealing and coating
 - Review tax rate on aircraft to attract more business at KFRR
 - Other items as appropriate
- Tabled for later meetings:
 - Airport Commission by-laws (provided in August)
 - Airport road signs
- Establishing procurement priorities

ADMINISTRATION:

- Rock Skowbo, FBO / Airport Operations
- Update on progress of working with community
 - Airport will address, will coordinate with BoS and provide feedback to BOS.
- Open discussion from other County personnel in attendance
 - Hangar maintenance: STATUS
 - Lights: STATUS
 - Calling vendor back to finished work not completed
 - Terminal:
 - Roof of terminal needs repair as well as several plumbing issues.
 - Painting
 - Internet access

OPEN DISCUSSION

NOTABLE ITEMS TO PREPARE FOR SPRING AND SUMMER OF 2021

- Reminder – next meetings:
 - Wednesday February 10th
 - Regular Semi-Annual Meeting: Wednesday, March 17th
 - Wednesday April 14th
 - Wednesday June 16th
 - Other special meetings as deemed necessary
- Events for Spring and Summer 2020
(Note: All event planning is subject to the status of COVID19)
 - Rivermont Firehouse grand opening
 - Governor Northam visit to Warren County – Spring 2021 (pending COVID)
 - Various shows: Air Show; Car Show; others?
 - Schedule weekend events – and publicize on County calendar
- RFP for Airport contract with CASS

MOTION TO ADJOURN

**Respectfully submitted,
Kenneth Roko, Chairman**