



WARREN COUNTY AIRPORT COMMISSION MEETING MINUTES
WEDNESDAY JANUARY 15, 2025

Commissioners:

Mr. Paul R. KOSUBINSKY, Chairman
Mr. Erik VAN WEEZENDONK, Vice-Chairman
Mr. John D. BERT, Secretary
Mr. Sean ROE
Mrs. Julie VAN JAARSVELD

Representing Warren County:

Mr. Jay BUTLER
Mr. John STANMEYER
Mr. Mike BERRY
Mr. Jacob SNIDER

The meeting was called to order by Chairman KOSUBINSKY at 7:00pm

On a motion by BERT and KOSUBINSKY, the meeting Agenda was adopted.

On a motion by BERT and KOSUBINSKY, the September 25, 2024 Meeting Minutes were approved.

COMMISSION REPORTS

KOSUBINSKY reported on the successes and progress made at the Airport during 2024 and thanked members of the Commission, the Airport Management, and the Warren County Board of Supervisors for their work and cooperation over the past year. Some of the topics were:

- The establishment of two new flight schools; Upwind Aviation and Front Royal Aviation. The addition of these two new businesses fulfilled one of the Commission goals for growth at the Airport.
- Hosting the Pattern Safety, Radio Communication, and Basic Aircraft Maintenance Seminars throughout the year. These seminars are proactive initiatives aimed at keeping safety first in an ever-changing environment at the Airport.
- Highlighting the efforts of several Airport tenants who volunteered their time and aircrafts in the transport of donated supplies from Warren County to the

victims of Hurricane Helene in North Carolina. These supplies were often unloaded at airports just miles away from where they were needed the most.

- The successes of both the Wings and Wheels event in May and the Fall Fly-in and Pancake Breakfast in October. Both events were well received by the general public and the fall event even saw transient pilots fly-in to participate. Help from the Airport aviation community and the County were instrumental in this success.
- The constant upkeep of our Airport by SNIDER who, in addition to keeping the Airport neat and kept, has worked to make the terminal warm and inviting with seasonal decorations for tenants, businesses, and visitors alike.

KOSUBINKY stated that the Commission would start setting meeting dates well in advance of the actual meeting to ensure better turnout and the ability to publicly publish the meeting agenda in the timely fashion.

VAN JAARVELD thanked BERT for the framed Solo Certificates in the terminal.

REPORTS OF COMMITTEES

VAN WEEZENDONK reported that he plans to ramp up work on the Education and Outreach Committee by reaching out to local school boards, building on communications he started last year. VAN WEEZENDONK also reported that the revised Rules & Regulations and Minimum Standards have been re-submitted to the County.

BERT reported that he had received positive feedback on email communications, most recently with the runway closures for inspections. One tenant was able to reach out with an issue and received almost immediate information regarding their concern about the scheduled closure.

ROE reported on the recent Fall Fly-in event and its success. ROE has set dates for the 2025 events. Wings and Wheels will take place on Saturday May 10, 2025. The Fall Fly-in and Scare-port Day will be on Saturday October 18, 2025. KOSUBINSKY stated the Commission should work with the Friends of FRR in advance to assist in the pancake breakfasts since the increased popularity may overwhelm the current system. BERRY stated the DOAV does have money available to help promote events but do require proper notice. ROE to get contact information of the proper DOAV department.

KOSUBINSKY appointed VAN JAARVELD to chair the Finance Committee. VAN JAARVELD will work with BERRY to draft the 2025/26 airport budget.

COUNTY REPORTS

BERRY reported the following:

- Construction of the new box hangers is anticipated to begin in 2025, the Bid and Performance Manual is 90% complete. This construction will take place near the north border of the Airfield and should have minimal impact on air operations. BIL (Infrastructure) funding will be used for the box hangar project design and as much construction as possible.
- Plans for the runway rehabilitation design is near completion and construction is anticipated in FY26. Construction is anticipated to take a approx. of 1.5 months, subject to change with weather and unknowns. The taxiway design has been submitted as a Capital project with the FAA in FY 2025 with work slated to begin in FY27. The work will be in three annual phases with runway construction in 2026, taxiway construction in 2027, and apron/ramp construction in 2029. Tenants and businesses will be notified well in advance once a work schedule has been finalized.
- At the January 15, 2025 meeting with the FAA and DOAV, the Airport Capital Improvement Program was discussed. The desire and possibility of a new airport terminal in lieu of terminal improvement was discussed and DOAV will be discussing/reviewing. It is the goal and hope of the Airport Commission and County to keep the current facility if possible and build a new terminal on another area of the Airport..
- Airport revenues for the 2024/25 fiscal year are trending above projections.
- We received the 5010 inspection from Witt Moncure, DOAV Engineer, noting several tree obstructions. Jake has already spoke with Witt (DOAV) and Travis Jones, Public Works Operations Manager. Public Works has begun work on the tree removal as necessary. The 5010 inspection will occur again in three years, the DOAV performs the inspection for the FAA.

OLD BUSINESS:

KOSUBISNKY stated that after a meeting with the FAA, DOAV, a windsock on the Runway 10 approach, which was brought up at the last Commission meeting, was discussed and that locating a windsock there should not pose a problem. Planning is currently underway to advance this project.

KOSUBISNKY tabled discussion on the previous suggestion of providing after-hour terminal access to tenants for bathroom use.

KOSUBINSKY reported that the previous proposal of creating signage at the fuel farm, asking fueled aircraft to move to a ramp space after fueling has been completed.

NEW BUSINESS:

KOSUBISNKY stated that at the recent meeting with the FAA and DOAV, the subject of adding EV charging stations in the main parking area were well received with grant money available for Green Energy Initiatives. A proposal was made to establish premium tie-down spaces that would have access to 24-hour power hook-ups to warm aircraft engine blocks for tenants. These spaces would be located along the current hanger access road. It would be possible to branch off the EV stations during this construction to provide power to these spaces.

AIRPORT BUSINESS & TENANT REPORT

Matt VOSIKA of the Skyline Soaring Club (SSC) reported that in 2024 the SSC flew for 82 days and conducted 1,414 flight operations between the gliders and tow-planes. The SCC also graduated three private pilots and offered three scholarships worth \$5,500.00. He stated that the SSC would like to see more Warren County residents apply for the scholarships and can do so at the Soaring Society Education Foundation's website at www.ssefva.org. VOSIKA also stated that the SSC will conduct their season-start safety meeting on March 1, 2025 with soaring operations beginning March 8, 2025.

Manasseh DUENAS of Hangar 18 Maintenance reported that they have been re-organizing the mechanic shop at the Airport and they have received new equipment and databases that will expand their abilities and services to aircraft owners. They have also acquired an engine oil recycling tank that is located at their hangar for use by Airport tenants. He asks that only engine oil be deposited and no other engine fluids.

Albert VAN JAARSVELD of Skydive Front Royal (SFR) reported that they had a 20% increase in business for their second full year of operation, performing almost 1,000 tandem jumps. VAN JAARSVELD also announced that the Airport features prominently in Netflix's reality show "Love is Blind" which shot a segment at the Airport in the fall of 2023. The show aired in October of 2024. The "Heroes on the River" event saw 46 combat veterans jumping over the course of the weekend. He also stated that SFR sponsored three tandem jumps for 89-year-old Kim Knor who was a member of the first U.S. all-female parachute team in 1962. Knor's goal is to reach 1,000 jumps and did jumps 667, 668, and 669 at FRR.

Front Royal Aviation (FRA) soloed 11 students with 5 going on to receive their Private Pilots License. Between SFR and FRA, VAN JAARSVELD stated that they have purchased around \$40,000.00 worth of fuel and conducted over 550 flight operations in 2024 at the Airport.

Kristian STROEMSVIK of Upwind Aviation (UA) sent a report to Kosubinsky stating that UA had celebrated their first anniversary at the Airport and that in 2024, six students

had received their Private Pilot License with four students scheduled to take their license check ride in the first quarter of 2025.

GOOD OF THE ORDER

Albert VAN JAARVELD asked if the Commission could look into the process of getting a parachute operation symbol added to FAA Sectional Charts for safety purposes as they are on the verge of the meeting the criteria set forth by the agency.

KOSUBINSKY stated that the Commission would reach out to AOPA for guidance.

On a motion by KOSUBINSKY and ROE, the meeting was adjourned. The next Airport Commission Meeting set for Wednesday April 30, 2025.