

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY****REGULAR MEETING**

**Members Present:** Anthony Lambert  
Stephen Lowe  
David Matlock  
Edward "Earl" Maine  
David G. Anderson  
David Neal  
**Arriving Late:** Frank Buchanan, III

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, February 13, 2012 at 6:00 P.M. in conference room A of the Terminal Building. Mr. Lambert, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Ruth Denton Canter, Airport Secretary and Kristy Miller, Airport Assistant Secretary.

Mr. Lambert called for approval of the Minutes of the Regular Meeting of January 09, 2012.

Mr. Lowe moved to accept the Minutes of January 09, 2012 as presented. Mr. Maine seconded the motion and the motion carried unanimously.

Mr. Lambert called for the Manager's Report.

The Manager's Report was received.

Mr. Matlock inquired about the exclusive sponsorship of the Airshow by Kiwanis club.

Discussion ensued.

Mr. Anderson moved to allow the Kiwanis Club to have the Airshow and to allow the Airport Manager to apply for a waiver from the FAA for the aerobatics and apply for matching funds from the DOAV. Mr. Neal seconded the motion and the motion carried with Mr. Buchanan abstaining.

Mr. Lambert called for the Operations Committee Report.

Mr. Lowe stated that the Operations Committee had met and moved to approve direct deposit for all Airport employees. The motion carried unanimously.

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Mr. Lowe moved to have the Airport Manager respond by letter to Mr. Dorton's request for business permit for a self fueling operation declined based on the Airport's ability to be the sole fuel provider per AC 150/5190-6. The motion carried unanimously.

Mr. Lowe moved to have the Airport Manager issue non-compliance letters to the six T-Hangar lessees with the March invoices, as a result of the February's T-hangar inspections. Lessees have until the next inspection to comply. The motion carried unanimously.

Mr. Lambert called for the Financial Report.

Mr. Buchanan gave the Financial Report.

Mr. Lowe moved that any accounts receivable that are past due by sixty (60) days are subject to a 1.5% per month late fee. Mr. Buchanan seconded the motion. The motion carried unanimously.

Mr. Lambert called for the Development Committee Report.

Mr. Buchanan stated that the Development Committee had not met.

Mr. Lambert called for Unfinished Business.

Unfinished Business will be discussed in Closed Session.

Mr. Lambert called for Public Comments.

None

Mr. Lambert called for Closed Session.

Mr. Elliott read the motion that the Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia Section 2.1-344 for the purpose of discussion or consideration of the condition, or use of real property for public purpose which could affect the disposition of publicly held property.

Mr. Maine moved to conduct a Closed Session in accordance with the items that was stated by Mr. Elliott. Mr. Neal seconded the motion. The motion carried unanimously.

Mr. Elliott took a roll call vote stating that no matter was discussed in Closed Session other than that are included in the motion to go into Closed Session and no other votes were taken in Closed Session other than to go out of Closed Session.

Stephen Lowe - I so certify.

Edward "Earl" Maine - I so certify.

David Neal - I so certify.

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Frank Buchanan - I so certify.  
David Matlock - I so certify.  
David G. Anderson - I so certify.  
Anthony Lambert - I so certify.

Mr. Neal moved that the Virginia State Police hangar rental be negotiated with the Airport Attorney and the Airport Manager. Mr. Maine seconded the motion. The motion carried unanimously.

Mr. Maine moved to adopt the resolution which was presented to the Board, before and during the closed session and reviewed by each of the members' prior to and during the closed session. Mr. Buchanan seconded the motion. The motion carried unanimously.

Mr. Hines gave an over view of the Aviation Infrastructure.

Mr. Lambert called for New Business.

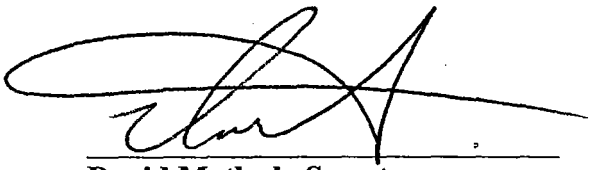
Mr. Lowe inquired if quotes had been obtained for the doors on G-I T-Hangers. Mr. Hines stated that quotes had been requested three different times, no price quotes had been given. Mr. Lowe asked for the Airport to keep working on the issue.

Mr. Lowe moved that all future Corporate, FBO, and SASO lease agreements and their renewal are to be reviewed by the Development Committee. Mr. Buchanan seconded the motion. The motion carried unanimously.

Mr. Buchanan inquired about why there is still a T-Hangar Waiting List with the number of T-Hangers that are currently available. Mr. Hines stated that the list, we currently have is mostly people that want a T-Hangar in the older T-Hangers or they do not have an Airplane yet but wanted to be on the list. The recommendation was made to change the name of the T-Hangar Waiting List to the T-Hangar Interest List.

Mr. Lowe thanked Mr. Lambert for his service on the Board and presented him with a plaque.

Mr. Buchanan moved to adjourn. Mr. Matlock seconded the motion and the motion carried unanimously. The meeting adjourned at 7:15 P.M.



David Matlock, Secretary



Stephen Lowe, Vice Chairman

A RESOLUTION OF THE VIRGINIA HIGHLANDS  
AIRPORT AUTHORITY RE THE PURCHASE  
OF AN EASEMENT TO REMOVED OBSTRUCTIONS  
FROM THE PROPERTY OF AFFILITATED SERVICE GROUP, INC.

WHEREAS, the Virginia Highlands Airport Authority has been engaged in a project to remove obstructions from the property of landowners whose land is located beneath the Approach Surface (as defined by the regulations of the Federal Aviation Administration) to and from Runway 24, and

WHEREAS, the purpose of the project is to provide for the safety of pilots, plane owners and passengers, persons on the ground and property in general, from the risk of collisions with the obstructions during impaired departures and landings of aircraft, and

WHEREAS, all landowners whose properties present obstructions in the Approach Surface, over 40 in number, have given easements to the Authority to remove the obstructions, except that neither Affiliated Service Group, Inc. (for the property known as Forest Hills Memorial Gardens), nor Jimmy H. Phillips, Jr. (for property being operated as a mobile home park opposite and across the road from the Memorial Gardens) have granted easements for obstruction removal, and

WHEREAS, although Affiliated Service Group, Inc. has been approached on several occasions to sign an obstruction removal easement, it has not indicated that it would sign such an easement except for an amount of money in excess of the appraised value of the fee interest in the entire Memorial Gardens property, and

WHEREAS, the funds necessary to remove the unsafe obstructions to flight are to come mostly from the Federal Aviation Administration and will not be available until all obstruction removal easements are obtained, and

WHEREAS, the removal of dangerous obstructions is a public necessity and an essential public convenience in that the removal will provide a more safe passage for the flying public as well as to any persons and property on the ground, and

WHEREAS, airplanes continue to fly in and out of Virginia Highlands Airport daily and it is imperative and constitutes an emergency that the removal of the obstructions and the procedures required to obtain funds to remove all the obstructions begin as soon as possible, and

WHEREAS, the appraisal of the fair market value of the Affiliated Service Group property has been obtained from a professional and well certified appraiser from the area, whose appraisal states that the value of said property will not be changed by the removal of the trees,

and the appraisal has been reviewed and approved by a well certified independent appraisal company from Roanoke, Virginia, and

WHEREAS, the Authority has also discussed the market value of the trees to be removed with a professional timber appraiser, who opined that the gross timber value of the property (excluding the cost of removal, marketing and transportation of the timber to a saw mill) to be in the neighborhood of \$40,000.00, and

WHEREAS, the Authority would like to offer some compensation to Affiliated Service Group for the removed trees in hopes of expediting the project, it is therefore

RESOLVED, that the General Manager of the Authority prepare a written offer to Affiliated Service Group in the amount of \$40,000 for the taking of all trees penetrating the Approach Surface to Runway 24, and further provide a writing to said landowner, attaching the aforesaid appraisal and a copy of this Resolution, explaining the purpose and need to obtain the easement, and it is

FURTHER RESOLVED, that if the offer is not accepted within 21 days, then the General Manager and the Chair of the Authority are to institute eminent domain proceedings on behalf of the Authority against the property and its owner, including employing the use of "quick-take" procedures as those are described in Title 25.1, Chapter 2, Article 3, Code of Virginia, as amended.