

County Council of Beaufort County
Hilton Head Island Airport – www.hiltonheadairport.com
Beaufort County Airport – www.beaufortcoairport.com
Post Office Box 23739 – 120 Beach City Road
Hilton Head Island, South Carolina 29925-3739
Phone: (843) 689-5400 - Fax: (843) 689-5411

**AVIATION ADVISORY BOARD MEETING MINUTES
OF NOVEMBER 15, 2007**

The print media was notified in accordance with the State Freedom of Information Act.

The regularly scheduled meeting of the Beaufort County Aviation Advisory Board was held at 1:30 PM on Thursday, November 15, 2007 at the Hilton Head Island Air Service Building. Chairman David Ames opened the meeting and noted that there was a quorum present.

A motion was made and seconded to accept the October 11, 2007 meeting minutes. The minutes were accepted as submitted.

Guests were introduced.

MEMBERS PRESENT

David Ames-Chairman
Pete Buchanan-Vice Chairman
John Curry
Harvey Ewing
Anne Esposito
Leonard Law
Dan Lynch
Ross Sanders
Rick Caporale – Beaufort County Liaison
George Williams for Ken Heitzke – Town Liaison

STAFF

Paul Andres-Airport Director
Larry Yeager-Operations Chief
Bill Baird – Tower Manager
Priscilla Stewart – Admin Assistant

ABSENT

Dick Warden
Jared Newman

GUESTS

Bill Coleman – Resident
Joe Crowley - Resident
Tim Donnelly - Island Packet
Councilman Steve Baer - Councilman District 2
Nick Esposito - Resident
Harry Houckes - National Business Aviation
Association
Mike Bennett - GM Signature Air Service
Perry White - Resident
Don Baldwin - Resident
Henry Ponder - Resident

HILTON HEAD ISLAND AIRPORT REPORT

1. Tower Report: Paul Andres
 - For the month of October 2007 there were 3,899 total flight operations.
 - 2353 were conducted under IFR procedures.
 - Enplanement/Deplanement statistics through October reflect just over 151,000 passengers and with continued Delta service our projections show we should be averaging 200,000 through this airport each year.
 - 33 general aviation flights after Tower closure during the month of October.
 - 124 commercial airlines flights after Tower closure also for the month of October.
2. Operations Report: Chief Yeager
 - There were 2 medivac standbys during the month of October.
 - There were 2 in-flight emergencies.
 1. US Air had a system hydraulic failure. Landed without incident and was on the ground for a number of hours.
 2. General aviation single engine aircraft inbound with total engine failure. Had a restart and landed without incident.
3. Noise Complaints & Traffic Counters: Chief Yeager
 - There were 6 noise complaints.
 - 4 from Port Royal Plantation.
 - 2 from Indigo Run Plantation.
 - Cluster of complaints were in the afternoons between 12 – 2PM on Friday, Saturday or Sunday. All were runway 03 departures.
 - During an island event, the Tower can give special instructions to air traffic.

Chairman Ames will look into how to notify the event sponsors of the possibility of diverting air traffic during a planned event.

- Leonard Law asked about emergency evacuation. Chief Yeager can speak to groups or meetings to discuss this procedure if needed. Chief Yeager is the staff member point of contact for any emergency procedures.
 - Paul Andres as Director of Airports goes to the Beaufort County EOC Command Center.
 - Chief Yeager works within the larger plan of the Town and Beaufort County EOC.

Chairman Ames asked of Chief Yeager: I would be interested from an Aviation Advisory Board standpoint what the airport staff is ultimately responsible for in an emergency. What are the things that people would look to you to solve in an emergency event? You don't have to tell me now but it would be of interest for me to hear.

4. Projects: Paul Andres

Tree Obstructions.

- Completed Phase I (removal of pine trees) for the tree obstructions on the South End of the Airport.
- Phase II is substantially complete which is the selective trimming or removal of the remaining mix of hardwoods. We are remobilizing our survey crew to resurvey the slope to make sure that we did not miss any tree obstructions . We are aware that some obstructions are still out there. One property, Business Office Park still needs to give us an avigation easement. We have been working over a year to get that easement. Contractor said he was finished with everything but that property for Phase II. It has been turned over to the attorney to get us legal access to that property so the contractor can finish the work. That property has a sizable number of trees that are problematic and will have to be addressed. I have contacted our attorney and said that we need a decision from them by this past Tuesday. In absence of that decision to forward it to our condemnation attorney.
- Contract has been signed for our consultant to begin the environmental assessment required on the tree obstruction problem on the North End of airport property. This whole process can take upwards of a year from the time the survey and study is done and then reviewed and approved by the FAA before any action can take place on the North End.
- Have one more Instrument Landing System (ILS) hold sign to install on the General Aviation side of the airport. The Common Traffic Advisory Frequency (CTAF) has been changed to the control tower frequency. When the ILS sign is installed, pilot controlled lighting will be switched to the CTAF frequency. This should happen simultaneously. We will issue appropriate NOTAMs. The consultant is to insure that every coordination step is taken so that we don't have anyone confused out there as to what frequency they need to be on or to use for pilot controlled lighting.
- Emergency Generator. The emergency generator project is out for bid. We should receive the bids next month. We are trying for additional funding from the FAA. We have increased the scope of this project to include a harden enclosure for the generator to withstand Category III hurricanes. This project will provide emergency power for airfield lighting and navigational equipment. Included is the relocation of all electrical equipment associated with these systems on the airfield.

BEAUFORT COUNTY AIRPORT REPORT

1. Fuel Sales: Lady's Island Paul Andres for Joel Phillips

- For the month of October, sold a total of 12,099 gallons of AvGas and Jet A fuel.
- Down 1600 gallons in fuel sales. Revenue up \$380 due to price of fuel. A total fuel sale revenue of \$66,000.

2. Projects: Paul Andres

- Have finished the survey work on the 34:1 slope. Consultant now applying the slope to identify the tree obstructions. Still working on easements on some of the properties. Hope to have finalized plan shortly and get out for bid.
- Aircraft Hangars. Mosquito Control hangar under contract with Beaufort Construction. Finalizing the development permit with the County and will break ground shortly thereafter. The process for the Doug Carmody private hangar proposal is moving forward. The County attorney is preparing a lease agreement. The County Survey crew is out there identifying the exact parcel of land and square footage for the lease agreement. Paul Andres will be researching and making a recommendation for the appropriate lease fees for this unimproved ground lease to move forward.
- Automated Weather Observation System (AWOS). Still need phone to be installed. The FCC license has been approved. Will get a new identifier. Remote Communication Outlet (RCO) should be operational by the end of December to Marine Corps Air Station (MCAS).
- The lien on the Lady's Island aircraft has been cleared. We have been paid in full. The aircraft was auctioned off.
- The new courtesy car has been identified for Lady's Island. It is an older Sheriff's Department Blazer. Waiting on transfer of paperwork.

COMMITTEE REPORTS

1. Finance: Pete Buchanan for Dick Warden
 - With limited financial information we are five months into the Fiscal Year and the finances are looking healthy at this point in time. No great worries that we will complete the year breaking even.
2. Lady's Island Airport Facilities: Pete Buchanan – the land lease that Executive Flight Training – The arrangement Doug Carmody has tried to put in place is moving forward. Survey crew there now getting an accurate definition of where to put the hangar, square footage, septic system, etc.
3. Hilton Head Island Airport Facilities: Anne Esposito – See attachment.

Anne Esposito made a Motion to go forward with the option proposed in the wireless report. The Motion was seconded.

Anne Esposito withdrew her Motion.

Motion made and seconded that Anne and Paul work out details and move forward to provide wireless service within the basic cost constraints. Motion passes on a vote of 7 to 1.

Motion made and seconded that items one through four on the attached Facilities Report are a priority and need to be accomplished. Motion passed

unanimously with 1 abstention.

4. External Affairs: John Curry - Nothing to report.

COMMUNITY RELATIONS COMMITTEE REPORTS

1. Hilton Head: Don Baldwin

- There will be a Hilton Head CRC meeting November 15, 2007 at 4:00 PM in the Palmetto Electric Community Room. Have several guest speakers.

Motion made and seconded to have the Hilton Head CRC meetings be scheduled on a quarterly basis. Motion passed unanimously.

Chairman Ames expressed his thanks on the efforts Don Baldwin has made to make the meeting this afternoon possible. Looking forward to it as it will be very valuable for the Island community.

2. Lady's Island: No meeting has been scheduled and there is nothing to report.

Chairman Ames reported on CRC issues updates – Flight Patterns - Last month Jim Fisher and Perry White commented on departing aircraft turning abruptly and over flying residential areas. He spoke with Bill Baird regarding that situation. Bill spoke with his staff re-emphasizing the need for planes departing in both directions to reach a certain altitude before they turn left or right.

Also, as all of you have seen in the newspaper, there is a very preliminary draft of the Runway 03 visual arrival. It entails flying over the Graves Bridge down Calibouge Sound avoiding residential areas and then turning toward the Cross Island Expressway Bridge and then up the creek intersecting with final about 1 – 2 miles out and landing on Runway 03. This procedure seems to be moving along. Progress is being made. The minimum altitude at this point looks like 1500 feet at the Cross Island Bridge. But it may be higher. A minimum ceiling and visibility requirement will be associated with this approach as well.

OLD BUSINESS

- Aviation Advisory Board Vacancy: Has not been resolved. Not on the agenda. Councilman Caporale will see if he can move that along.
- FAA is reviewing the noise abatement signage before we go to print.
- The noise abatement brochures are in print.
- Paul to contact the State for additional road signage. Councilman George Williams to check with the Town on sign for low flying aircraft.

NEW BUSINESS –

- Paul to update the 5 year CIP with Anne and Pete.
- Feasibility study group has met twice. They are working on the language that will suffice for the study. There are three critical issues: 1. Evacuation

2. Commercial Aviation and 3. Land. Not a final draft at this point.
- Aviation Advisory Board (AAB) will meet the 3rd Thursday of the month.
- An individual is interested in opening a flight school in Air Services Building. Paul is to move ahead and bring more information to the Board next month.

PUBLIC COMMENTS

1. Nick Esposito – I think that the visual approach being contemplated is totally unnecessary. This whole thing is being designed around one person's input. Now effecting 10,000 residents. Spent \$300,000 showing that there is not a noise problem. Now without any study or input you are using that person's proposal of nine months ago. Totally inappropriate and not usable.
2. Councilman Steve Baer – Just for the record, back in 2000 – 2001 there was an effort with Senator Richardson to accomplish the same thing on the same path. Back in 2003, quite a large group of citizens commented on noise abatement paths and you all came up and generally supported them. So there has been quite a bit of activity by quite a large number of people regarding this matter.
3. Perry White – Mr. White is bothered by the amount of activity again, who is doing what and where we are going with this airport. He feels that some sort of a diplomatic channel is necessary to work out these issues.

EXECUTIVE SESSION – For the purpose of discussing negotiations incident to contractual arrangements and proposed purchase of property.

Motion made and seconded that we urge the County to pursue the acquisition of land adjacent to the Hilton Head Airport. Motion passed unanimously.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 2:45 PM.

FUTURE MEETINGS

Aviation Advisory Board: The next meeting will be held on Thursday, December 20, 2007 at 1:30 PM at the Lady's Island Airport Conference Room.

Hilton Head Island Airport Community Relations Committee: The next meeting will be held on Thursday, February 8, 2008 at 4:00 PM at the Hilton Head Air Services Building.

Beaufort County Airport Community Relations Committee: The next meeting will be announced at a later date.