

County Council of Beaufort County
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AVIATION ADVISORY BOARD MEETING MINUTES
OF JULY 17, 2008

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, July 17, 2008 in the Executive Conference Room of the Beaufort County Government Center. Chairman David Ames opened the meeting, noted that there was a quorum, and thanked Councilman Stu Rodman for his attendance at this meeting and his assistance with the airport.

A motion was made and seconded to approve the July 17, 2008 agenda. The motion passed unanimously.

A motion was made and seconded to accept the June 26, 2008 meeting minutes with corrections. The motion passed unanimously.

MEMBERS

David Ames-Chairman
Pete Buchanan – Vice Chairman
Anne Esposito
Leonard Law
Councilman Ken Heitzke – Town of Hilton
Head Liaison
Dan Lynch
Jared Newman
Harvey Ewing

MEMBERS ABSENT

Councilman Rick Caporale – Beaufort
County Liaison
John Curry
Ross Sanders

GUESTS

Stu Rodman – County Councilman
Chris Eversmann – Wilbur Smith Associates
John Morrisette – Resident
Jack Schuler – Resident
Dick Lieberman – Resident
Joe Croley – Hilton Head Area Assoc. of Realtors
Grover Cleaveland
Patty Blackmon – Resident
Gary Gildner – Resident
Tim Donnelly – Island Packet

STAFF

Paul Andres – Airport Director
Larry Yeager – Operations Chief
Joel Phillips – Beaufort Co. Airport Supv.
Linda Wright – Administrative Assistant

GUEST INTRODUCTIONS – Guests attending the meeting introduced themselves.

HILTON HEAD ISLAND AIRPORT REPORT

1. Tower Report: Paul Andres
 - For the month of June 2008 there were 4,214 total flight operations of which 2,167 were conducted under IFR procedures.
2. Operations Report: Chief Yeager
 - There were seven medivacs for the month of June.
3. Noise Complaints & Traffic Counters: Chief Yeager
 - There was only one noise complaint for the month of June from Port Royal Plantation. This was the result of a Coast Guard helicopter that was making multiple runway approaches for flight crew training.
 - There were 14 after hours traffic counts.
 - Repairs on the rest of the traffic counters on the taxiways are being finalized.
4. Projects: Paul Andres
 - The bid package will be prepared in August for the plant back mitigation on the South end of the Airport. The work will commence on or after October 1, 2008. The environmental assessment on the North end of the Airport is about to wrap up and will be forwarded to the FAA for their review. They have been asked to expedite this matter so the required public meeting can be held. After the public meeting the final draft will be resubmitted to the FAA for approval. Mr. Ames asked Mr. Eversmann if there were any surprises in the environmental assessment. Mr. Eversmann stated there were none.
 - The contractor is in the process of ordering the major component materials for the emergency generator. The final design review with the Town's Design Review Board will be scheduled within the next few weeks with hopes of getting this project underway shortly thereafter.
 - The Fiscal Year-08 FAA Grant design projects were recently accepted by County Council. Wilbur Smith will be combining into one Task Order all of the design projects associated with the FY-08 Grant projects. For Hilton Head this will include the FY-09 Disadvantaged Business Enterprise Plan development and design work for air carrier terminal improvements, air carrier joint material replacement, runway safety area drainage improvements and enhanced taxiway centerline marking projects. This will be forwarded to the Public Services Committee for their meeting on July 22nd and with their approval will go to County Council for contract award on July 28th. Mr. Ames asked if there is a program already written that will ask an architect to prepare designs. Mr. Andres stated the general scope of work is to look at the construction of a conference/multi-purpose facility room at the airport, additional break/office space along the airline counter area, the possible conversion of additional space back into a gift shop area, renovations to the restrooms to include the addition of restrooms in the passenger security area, and improvements to the baggage claim area.

BEAUFORT COUNTY AIRPORT REPORT

1. Fuel Sales: Joel Phillips

- For the month of June a total of 10,150 gallons were sold (6,196 gallons of AvGas and 3,954 gallons of jet fuel). There were a total of 1,153 operations which was down considerably from the same time period last year. Fuel sales are down approximately 2,300 gallons compared to the same time period last year.

2. Projects: Paul Andres

- The contract for the Tree Obstruction Removal project is being forwarded to the Public Services Committee for their consideration at their July 22nd meeting. With their approval, it will go forward to County Council for approval of contract award at their July 28th meeting. This project will address all of the tree obstructions surrounding the airport to a 34:1 slope.
- The aircraft hangar project for Mosquito Control is now under construction. The foundation work is currently underway.
- The Grant Design Project Task Order is being forwarded to Public Services for the July 22nd meeting. This will cover all of the design projects that are funded with this year's FAA grant. At the Lady's Island Airport this includes design of runway overlay, addition of Runway 07 runway end identifier lighting systems, and replacement of the rotating beacon and wind cone.
- The Master Plan Study Update for the Lady's Island Airport is currently underway.

COMMITTEE REPORTS

1. Finance and Lady's Island Facilities: Pete Buchanan

- Two finance reports were received. One was given by Mr. Henrikson to the Finance Committee and the other was obtained from the MUNIS system. Mr. Buchanan stated there are discrepancies between the two reports. These discrepancies are in the areas of depreciation, revenues, expenses and advances.
- The Master Plan Study is underway.
- The proposal to establish cleaning fees for the conference room at Lady's Island has been submitted for consideration to the Public Services Committee.

2. Hilton Head Island Airport Facilities: Anne Esposito

- Obtaining new or upholstered furniture is at a standstill because of the budget issues. Once the budget is worked out, they can resume work on this project.
- Ms. Esposito received a phone call from a passenger thanking the Airport for the wireless service because it had saved a project for him since he was able to work on it while waiting at the terminal.
- Ms. Esposito, Mr. Lynch and Mr. Ames discussed the desirability of holding the Aviation Advisory Board meetings in the Government Center. Mr. Andres reiterated that the goal of the County Administrator, as established by Council, was to make meetings of the agencies, boards and commissions transparent and visible to the public by interfacing through

video links.

3. External Affairs: David Ames for John Curry
 - Mr. Ames stated Mr. Curry was recuperating from hip surgery and sent his regards for a speedy recovery. He further stated there was no External Affairs Report.
4. Community Relations Committee (CRC) Reports:
 - Hilton Head Island – No Report
 - Lady's Island – No Report

HILTON HEAD ISLAND CRC ISSUE UPDATE

- Paul Andres stated the FAA has promised they would publish a charted visual approach to Runway 03 at the Hilton Head Island Airport by July 31st.

UNFINISHED BUSINESS:

1. Hilton Head Island Airport Master Plan Study: Paul Andres
 - The Consultant Selection Committee met earlier this week. They interviewed the firms under consideration. Currently they are in the process of checking the firms' references. Once this is complete a consultant will be selected to handle the Master Plan Study.
2. Nominating Committee for the Election of Chairman: Jared Newman for Ad Hoc Chairman Ross Sanders
 - There was a unanimous consensus by the committee to make a motion to retain David Ames as Chairman until February.

A motion was made and seconded to retain David Ames as Chairman of the Aviation Advisory Board until the next scheduled election in February 2009. The motion passed unanimously.

NEW BUSINESS

1. Airport Issues Update: Stewart Rodman
 - Master Plan Study and Tree Obstructions: This project is moving along. There is a need to get the North end done in a timely manner. The Mayor's proposal of a clear cut with a buffer around the outside would be the most cost effective.
 - National Guard Exercise: This exercise verified that we can handle emergencies. Mr. Rodman stated that Mr. Caporale suggested they may want a second opinion.
 - Noise Abatement: If all aircraft are forced through one path then the noise would be concentrated in one area rather than spreading it over a larger number of homes. Mr. Rodman asked if the air carriers are being penalized in terms of using more fuel by taking the longer route. Ms. Esposito stated this route is voluntary. An open discussion was then held on this topic.

- Weight Limitation: Mr. Rodman suggested the Aviation Advisory Board make a recommendation that the Ordinance be adjusted to comply with the FAA letter concerning the weight bearing capacity of 75,000 lbs. Mr. Andres stated this had been done at a previous Council meeting, but the motion was tabled for further discussion. An open discussion concerning this matter was held prior to a motion being made.

A motion was made and seconded to revise the existing Ordinance to comply with the FAA weight limitation requirements. The motion passed unanimously.

- Investment Prioritization: Mr. Rodman stated that with pending FAA reimbursements, the County will fund what is necessary within reason. Some of these items include; the Master Plan Study, the purchase of the lumber yard, and clearing to a 34:1 slope on the South end.
 - Revised AAB Charter: The revised Charter had been discussed at the recent Council Committee meeting with the focus being on three issues which included; the meaning of "technical", how much should the Aviation Advisory Board be involved in the business side of the Airport, and the issue of community relations. Mr. Ames stated some people are interpreting "technical" as being aviation exclusive when, in fact, they are referring to people with technical backgrounds that can focus on the needs of the Airport. This would include people with experience in business, finance, architecture, legal matters and public relations.
 - Financial Reporting: Mr. Rodman stated there had been some talk at one time about whether there should be a separate agency or commission to oversee the airport. He felt small airports work well reporting to government agencies and large airports have their own commission and we seem to be somewhere in between. He stated there was some thought that every little thing such as the conference room fees at Lady's Island should go to Council. He stated there may be some logic to that, but they need to have a discussion as to where to cut this off. Mr. Rodman concluded by stating they will complete the items not covered in another meeting in two weeks.
 - Mr. Ames thanked Mr. Rodman and Mr. Herbert Glaze for bringing these issues to the forefront.
2. A discussion was held as to whether public comments should be moved to the beginning of the meeting so people would not have to sit through the entire meeting. Mr. Ames made the suggestion that at the next meeting two public comment periods will be held, one at the beginning and the other at the end of the meeting.

PUBLIC COMMENTS

Due to a technical error, 10 residents at the Hilton Head Library were unable to view the meeting until the conclusion of Mr. Rodman's report.

1. Gary Gildner – Mr. Gildner wanted to know what is being done to ensure commercial service to Hilton Head. Mr. Ames stated that the County Administrator is in contact with the carriers. He stated he could not give an

answer at this time.

2. Jack Schuler – Mr. Schuler wanted to know the progress regarding the Builder's First Source property. Mr. Rodman stated there is a wide gap between the asking price and what the County feels it is worth. He is hoping they can acquire the property.
3. John Morrissette – Mr. Morrissette stated it is the Aviation Advisory Board's duty to advise and the Council's duty to enact. He felt there should be seven members with one alternate without voting powers so if they should lose one member the alternate could step in. He continued to say the term "technical" should be removed and the people on the Board should be categorized as people with learned or acquired knowledge that are dedicated to promoting the highest and best use of the Airport. Mr. Morrissette also felt the Board should be able to call upon any volunteer expert to assist them and to have press release capabilities so the public can be made aware of what the Board is doing.
4. Dick Lieberman – Mr. Lieberman stated he has heard the airlines are just trying to get through the summer season, but come this fall they will be cutting flights. He wanted to know why they should continue to put money in the terminal if there are no airlines.
5. Jack Schuler – Mr. Schuler readdressed the Board by stating it might make a difference to the airlines if they were to hear the LMO has been rescinded and the Master Plan Study has been started. Mr. Ames stated the residents at the library had missed the portion of the meeting when Mr. Andres gave his report on the Master Plan Study. He informed them the Master Plan Study Committee has interviewed all five of the consultants and should have a recommendation within the next week or two.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at approximately 3:00 PM.

FUTURE MEETINGS

Aviation Advisory Board: The next meeting will be held on Thursday, August 21, 2008 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.

Hilton Head Island Airport Community Relations Committee: The next meeting will be held on Thursday, August 7, 2008 at 4:30 PM at the Hilton Head Air Services Building.

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