

County Council of Beaufort County
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AIRPORTS BOARD MEETING MINUTES
OF MAY 21, 2009

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

The regularly scheduled meeting of the Beaufort County Airports Board was held at 1:30 PM on Thursday, May 21, 2009 in the Council Chambers of the Beaufort County Government Center. Vice Chairman Pete Buchanan called the meeting to order.

Mr. Buchanan introduced Mr. Norman Kerr, Mr. Monte Leath and Mr. Joseph Mazzei as new members of the Board. Mr. Buchanan informed the new members of the fact that the meetings are broadcast live and he also explained the manner in which public comments are addressed.

A motion was made and seconded to approve the May 21, 2009 agenda. The motion passed unanimously.

A motion was made and seconded to accept the April 23, 2009 meeting minutes. The motion passed unanimously.

GUEST INTRODUCTIONS – Guests attending the meeting introduced themselves.

MEMBERS PRESENT

Pete Buchanan – Vice Chairman
Councilman Rick Caporale – Beaufort
County Liaison
Leonard Law
Will Dopp
Rich Tritschler
Monte Leath
Graham Kerr

MEMBERS ABSENT

Councilman Ken Heitzke – Town of Hilton
Head Liaison
Jared Newman
Ross Sanders
Joseph Mazzei

GUESTS

Councilman Paul Sommerville
Councilman Brian Flewelling
Councilman Steve Baer
Ed Hughes – BC Assessor
Bill Coleman – Resident
Leo Brennan – Resident
John Morrisette – Resident
Joe Zimmerman – Resident
Jim Fisher – Resident
Mike Bennett – Signature Flight Support
Joe Croley – Hilton Head Area Assoc. of Realtors
Kim Statler – Lowcountry Economic Network
Carlotta Ungaro – Beaufort Chamber of
Commerce
Jessica Bridges – Lowcountry Economic Network
David Karlyk – Carolina Engineering

STAFF

Paul Andres – Airport Director

Rob McFee – Director, Engineering and Infrastructure Division

Larry Yeager – Chief of Operations

Joel Phillips – Beaufort Co. Airport Supv.

Linda Wright – Administrative Assistant

PUBLIC COMMENTS – There were no public comments at this time.

HILTON HEAD ISLAND AIRPORT REPORT

1. Tower Report: Paul Andres

- For the month of April 2009 there were 4,360 total flight operations of which 2,697 were conducted under IFR procedures. Mr. Andres stated 5 new traffic counters were purchased and have been delivered. Once they are installed at both Airports they will be able to report the after hour counts.

2. Projects: Paul Andres

- Tree Obstruction Removal – The plant back on the South End of the Airport is nearly complete. There is one remaining property which is the Airport Self Storage facility at the end of the runway. Mr. Andres stated they are working with the Town staff to coordinate this effort as there is currently construction underway on this site. The consultant has completed the on-airport survey at Hilton Head and the consultant's survey crew will be re-verifying the off-airport surveys next week. Mr. Andres stated once this data is finalized it will be presented to the Town so the Town and the County can work on agreed upon procedures to proceed with the tree obstruction removal on the North End of the Airport. This will effectively finish the Environmental Assessment which is a requirement of the FAA prior to issuing funding for the work.
- Emergency Generator – This project is approximately 85% complete. A subcontractor improperly installed concrete around the foundation and the prime contractor is making arrangements to have the defective work corrected.
- ARFF Design – The design has been completed. The bids are due June 24th.
- Hilton Head Master Plan – The contract is in the process of being finalized. The County Attorney has reviewed it and recommended a few revisions which are currently being worked out. The Notice to Proceed should be given to the consultant within the next couple of weeks.
- Design Projects – The air carrier terminal improvements and the apron joint material replacement design projects are underway. The bids for the drainage improvement project were opened May 13th and are currently being evaluated. The enhanced taxiway centerline markings were completed approximately 3 months ago.

Councilman Caporale wanted to know what had delayed the contract for the Hilton Head Island Airport Master Plan. Mr. Andres stated it was basically the review by the County Attorney. Councilman Caporale then asked when this would go to Council for the vote. Mr. Andres stated he believed the Council had already approved it and that it was just a

matter of the County Administrator executing it. He added it was only the front end documents that were being revised and not the agreed upon scope of work.

3. Operations Report: Chief Yeager

- There were 3 medivac standbys at the fire station for the month of April and 1 in-flight emergency. The in-flight emergency was a US Coast Guard helicopter that experienced an engine fire warning light indication that subsequently landed at Hilton Head Island Airport without incident.

4. Noise Complaints & Traffic Counters: Chief Yeager

- There were 4 noise complaints from the Indigo Run area due to commercial over flights.
- The new traffic counters will be installed right away so the after hours traffic counts should be accurate in the future.

BEAUFORT COUNTY AIRPORT REPORT

1. Fuel Sales: Joel Phillips

- For the month of April the total fuel sales were 10,012 gallons (6,871 gallons of AvGas and 3,141 gallons of jet fuel). The total operations were estimated to be 1,600 which is up from the previous month.
- New traffic counters are currently being installed at the Lady's Island Airport.
- There were 2 medivac flights over the past couple of weeks. One was from Beaufort to Augusta and the other was from Orlando to Beaufort.
- A single engine airplane hit two birds while coming in to land. There was no damage to the aircraft and it landed without incident. Mr. Phillips stated they are talking with the USDA to review wildlife hazard mitigation plans. He further stated the bird cannon was borrowed from the Hilton Head Island Airport until the Lady's Island Airport can acquire its own cannon.

2. Projects: Paul Andres

- Mr. Andres stated all of the procedures are being reviewed at both Airports concerning wildlife hazards. He stated they are looking at partnering with the USDA Wildlife Service in South Carolina to use their services for handling problematic birds and other wildlife.
- Tree Obstruction Removal – The consultant is re-surveying the remaining off-airport tree obstructions on the South End. Hopefully this data will be completed within the next week. Once this information is received, a meeting with property owners will be held to provide them with an update on the status of the project. Mr. Andres stated a meeting with SCE&G officials was held April 30th to discuss possible ways to mitigate the existing high power transmission lines that run through this area. He stated they have a tentative proposal to accomplish this work. Mr. Andres further stated that it could take up to 20 months to complete and the estimated cost is \$1.8 million.

Mr. Buchanan and Mr. Dopp wanted to know who would be paying the \$1.8 million. Mr.

Andres stated this has not been determined.

- Master Plan – The Master Plan has progressed to the point of developing and analyzing development concepts for the Airport. Mr. Kubic has requested additional discussions with the staff before proceeding any further.
- Design Projects – The bids were opened May 13th for the runway overlay project and are currently being evaluated. The runway end identifier lighting system and rotating beacon and wind cone replacement projects should go out for bid by the end of June.

Mr. Buchanan wanted to know when the last overlay was done. Mr. Phillips stated it was rejuvenated in 1998, but an overlay has not been done for many more years. Mr. Andres stated this project will not only seal the existing cracks, but will add approximately 2" of asphalt overlay.

Mr. Kerr wanted to know what was included in the \$1.8 million for the transmission poles. Mr. Andres stated a lot of it is the material cost for new poles as well as redirecting the distribution lines in order to keep up the current service. He stated that some of the poles provide radio communications to their master relay stations. Mr. Andres added that the \$1.8 million is only an initial estimate from SCE&G engineers.

COMMITTEE REPORTS

1. Finance: Pete Buchanan

- Mr. Buchanan stated the reconciliation between the County's books and the Airport's books is still ongoing. He stated the operating revenues and operating expenses for the first nine months of the year show that Beaufort County is positive \$18,000 and Hilton Head Island is positive \$47,000. Mr. Buchanan noted that even with the downturn in sales, both Airports are able to operate favorably. He stated there are a significant number of airports in South Carolina and bordering Georgia that are not doing very well at all.

Mr. Dopp asked where Mr. Buchanan received his information. Mr. Andres stated these reports came from Mr. Starkey, the Chief Financial Officer of Beaufort County. Mr. Dopp felt this information should be given to all board members and Mr. Andres stated he would see they receive this information.

2. Lady's Island Facilities: Pete Buchanan

- Mr. Buchanan stated recommendations have been forwarded to the Public Facilities Committee. He stated the Master Plan has been taken off of the agenda at this time.

3. Hilton Head Island Airport Facilities: No Report.

UNFINISHED BUSINESS

1. Aircraft Tax Rates/Hangar Rates: Rich Tritschler

Mr. Tritschler stated the ad hoc committee had met and decided they would

present their draft recommendation for the lease rates and the real property taxes, but they wanted more time to discuss the aircraft taxes. Mr. Tritschler then read the draft recommendation (see Attachment A). The first item listed as *Hangar Lease Rates*, the second item listed as *Extension of Existing Lease Terms* and the fourth item listed as *Notice to Tenants* were accepted by the Board without discussion. The third item listed as *Real Property Tax Collection* drew some discussion between the Board members, Mr. Ed Hughes, Beaufort County Assessor and Mr. Mike Bennett of Signature Flight Support. Following the discussion, Mr. Tritschler stated he had prepared an alternate for Item. No. 3, but due to the discussion he would not present it.

A motion was made and seconded to forward to the Public Finance Committee the recommendation as written by the ad hoc committee for revising the lease rates and associated charges for all Beaufort County owned hangar facilities. The motion passed unanimously.

2. Signature Flight Support Hangar Proposal: Mike Bennett

- Mr. Bennett presented a proposal to lease additional land for the purpose of constructing two hangars (see Attachment B). Mr. Bennett stated this would be one building with two hangars for aircraft storage. Discussions were held during and following the presentation with a motion being made.

A motion was made and seconded to forward to the Public Facilities Committee with the Airports Board's recommendation to approve, in concept, Signature Flight Support's proposal to sublease land for the purpose of building a hangar at the Hilton Head Island Airport providing that the same due diligence required in previous agreements on the use of the land are followed and recognizing that the Public Facilities Committee's decision to allow private hangar development should apply to both Airports. The motion passed unanimously.

NEW BUSINESS

1. Lowcountry Economic Network Presentation: Kim Statler

- Ms. Statler gave a presentation on "The Importance of Airport Infrastructure to the Economic Development of Beaufort County" (see Attachment C).

PUBLIC COMMENTS – There were no public comments at this time.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at approximately 3:15 PM.

FUTURE MEETING

The next meeting of the Airports Board will be held on Thursday, June 18, 2009 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.