

**County Council of Beaufort County**  
**Hilton Head Island Airport – [www.hiltonheadairport.com](http://www.hiltonheadairport.com)**  
**Beaufort County Airport – [www.beaufortcoairport.com](http://www.beaufortcoairport.com)**  
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**AIRPORTS BOARD MEETING MINUTES**  
**OF MARCH 18, 2010**

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, March 18, 2010 in the Council Chambers of the Beaufort County Government Center. Chairman Pete Buchanan called the meeting to order.

**A motion was made and seconded to approve the March 18, 2010 agenda. The motion passed unanimously.**

**A motion was made and seconded to accept the February 18, 2010 meeting minutes. The motion passed unanimously.**

**GUEST INTRODUCTIONS** – Guests attending the meeting introduced themselves.

**MEMBERS PRESENT**

Pete Buchanan – Chairman  
Jared Newman – Vice Chairman  
Will Dopp  
Leonard Law  
Ross Sanders  
Noel Duncan  
Joe Zimmerman  
Paul Jorgensen

**GUESTS**

Councilman Steve Baer  
John Morrisette – Resident  
Leo Brennan – Resident  
Sharon Raiche – Resident

**MEMBERS ABSENT**

Councilman Rick Caporale – Beaufort County Liaison  
Councilman Ken Heitzke – Town of Hilton Head Liaison  
Joseph Mazzei  
Graham Kerr

**STAFF**

Paul Andres – Airport Director  
Rob McFee – Director, Engineering and Infrastructure Division  
Joel Phillips – Beaufort Co. Airport Supv.  
Linda Wright – Admin. Asst.

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

**HILTON HEAD ISLAND AIRPORT REPORT**

1. Tower Report: Paul Andres
  - For the month of February 2010 there were 2,572 total flight operations of which 1,228 were conducted under IFR procedures.

Mr. Zimmerman asked why the figures on the Tower Report are different from those shown in

the Master Plan. Mr. Andres stated he believes the information in the Master Plan came from the State Aeronautics records, but he would need to verify this with the consultant.

2. Projects: Paul Andres

- Tree Obstruction Removal – On March 4, 2010 the FAA issued a Record of Decision (ROD) on the Environmental Assessment Study. Their determination was a Finding of No Significant Impact (FONSI). Copies of the final document and the FAA's decision have been placed in the Hilton Head Island Library for public review. Mr. Andres stated this now allows the FAA to free up funding for the project; however they are still looking at their financial situation since they are operating under a continuing resolution authority from Congress. He stated this was extended yesterday for another 3 months. Mr. Andres stated that the Town Council met Tuesday March 16<sup>th</sup> and conducted their second and final reading approval of the LMO amendments. He stated the only modification was to add that all reasonable measures would be taken to preserve all understory growth in the area of the Airport that is to be cleared. Mr. Andres stated this means the techniques and methods will have to change for how they address the trees in this area. The Town gave Mr. Andres a permit application that had been filled out, however there are submittals and requirements that still have to be processed. Mr. Buchanan and Mr. Dopp wanted to know if there has been any response from the FAA regarding the request by the Town for obstruction lighting in the trees at the St. James Baptist Church. Mr. Andres stated he had not received a response.
- Emergency Generator – The contractors are completing the items on the punch list. Some touchup painting is all that remains to be done.
- ARFF Station and Runway Safety Area Drainage Improvements – Two meetings have been held with the contractor and the construction management team. Site prep work will begin for the ARFF Station next week. The runway safety area drainage improvements project for the North end of the Airport is still on hold due to the active bald eagle's nest. The project should start late May or early June after the eagles have vacated the nest for this season.
- Hilton Head Master Plan – On March 9<sup>th</sup>, the consultants held a joint presentation to Town Council and County Council at the Hilton Head Island High School. Public comments sessions were held March 15<sup>th</sup> and March 16<sup>th</sup>. Approximately 200 people attended the public comments sessions. The comments will be analyzed by the consultants and a summary will be prepared that will be made available to the public. Mr. Buchanan stated the Master Plan for the Hilton Head Island Airport was changed from Wilbur Smith Associates to Talbert and Bright. He stated the Airports Board was frequently accused of getting too involved with the Master Plan in the past so they (the Airports Board) have not been involved in the Master Plan with Talbert and Bright. Mr. Buchanan stated that the Airports Board needs to make a comment concerning the Master Plan, but only when it is completed. Mr. Andres stated the consultants have only completed about one-half of the Master Plan. He further stated that the development options will be presented at the next public session in approximately 2 months. Mr. Buchanan added that the portion of the Master Plan that has already been presented to the public is only the gathering of facts and history and applying the FAA guidelines to those numbers.

- Design Projects –These projects are still on hold.
3. Operations Report: Paul Andres for Chief Yeager
    - For the month of February 2010 there were 6 medivacs.
  4. Noise Complaints & Traffic Counters: Paul Andres for Chief Yeager
    - There was 1 noise complaint from Port Royal Plantation which was determined to be a general aviation overflight.
    - The after hours traffic count was 173.

Mr. Dopp wanted to know the status of the sublease for Coin Toss. Mr. Andres stated this proposal was approved by County Council on March 15<sup>th</sup>.

### **BEAUFORT COUNTY AIRPORT REPORT**

1. Fuel Sales: Joel Phillips
  - The total fuel sales for February were 7,430 gallons (4,271 gallons of AvGas and 3,159 gallons of jet fuel). Fuel sales stayed the same for the same time period last year. There were no medivacs and no emergencies.
  - Mr. Phillips stated the Airport will be shutting down at 7:00 a.m. on Monday, March 22<sup>nd</sup> for the runway overlay and will remain closed until approximately April 9<sup>th</sup>.
2. Projects: Paul Andres
  - Tree Obstruction Removal – This project is still on hold pending the County Administrator's decision to resume clearing activities. Almost all obstructions at a 20:1 slope have been cleared. A little over 40 identified trees remain and 1 power pole. There are in excess of 600 tree obstructions and 13 power poles at the 34:1 slope. SCE&G has a project this year that will result in either lowering or removing of 10 of the 13 power pole obstructions by the end of 2010. SCE&G will be submitting a request to see if the remaining 3 poles can be lit with an obstruction light. These 3 poles sit on the outer edge of the approach zone.
  - Master Plan – This project is also waiting on a decision to resume the study.
  - Runway Overlay and Airfield Electrical Improvements Projects – The Airport is scheduled to be closed from Monday March 22<sup>nd</sup> until Friday April 9<sup>th</sup>. Approximately 30 days later there will be a brief closure of 1 to 2 days for final marking and painting. Pilots that have aircraft at the Airport have been notified to fly their planes out prior to the closure period if they want to use their aircraft during this time period. It is hoped that both projects will be completed during the same time period in order to avoid closing the Airport again. Mr. Andres stated that Signature Flight Support will not charge any ramp or handling fees if the pilots wish to relocate their aircraft to the Hilton Head Island Airport while the work is being completed at the Lady's Island Airport.

### **COMMITTEE REPORTS**

1. Finance: Leonard Law
  - Mr. Law referred the members to Attachment A of the February minutes which was discussed last month, but made no further comment.
2. Lady's Island Airport Operations: Graham Kerr (Absent) – No Report.
  - Mr. Phillips thanked Mike Bennett at Signature Flight Support for allowing the aircraft based at the Lady's Island Airport to relocate to the Hilton Head Island Airport during the project.
3. Hilton Head Island Airport Operations: Will Dopp – No Report.

## **UNFINISHED BUSINESS**

1. Aircraft Tax Rates: Paul Andres
  - Mr. Andres stated the Board made a recommendation at the last meeting to include aircraft property taxes as a potential revenue source for the budget. An agenda item has been developed for the Finance Committee to consider. Mr. Dopp wanted to know if any decision has been made by the Finance Committee as to whether there is an airport enterprise zone. Mr. Andres did not know if they have had this discussion yet.
2. Through-the-Fence Agreement: Paul Andres
  - Mr. Andres stated a counter proposal was received from the Exec Air complex and it is currently being reviewed. He stated that the counter proposal essentially agrees with about everything suggested in the original proposal with one exception. They would like to phase the increase in fees over the remaining 3 ½ years of their current lease before it gets to the maximum amount of ground lease for their access. Mr. Andres stated this would be discussed with County Administration and the FAA. Mr. Zimmerman stated he read that there has been Through-the-Fence legislation introduced into Congress that would allow off-airport through-the-fence access and would prevent the FAA from considering an airport to be in violation of grant assurances due to such access agreements. Mr. Buchanan wanted to know if these people have to obtain airport identification badges. Mr. Andres stated anyone inside the perimeter fence are required to meet the TSA requirements for security credentials.
3. Hilton Head Island Airport Parking Concessions: Paul Andres
  - Mr. Andres stated this contract was approved by County Council on March 15<sup>th</sup> and it will be put into place.
4. Lady's Island Airport Fuel Trucks: Paul Andres
  - Mr. Andres stated this topic will be discussed at the next Public Facilities Committee meeting on March 23<sup>rd</sup>. He also stated that 2 grant offers were received from the State which represents their matching 2 1/2 % for the current FAA grants that are in place this year. These grant offers will also be considered at the Public Facilities Committee meeting. Mr. Andres added that the nominee from the Beaufort Chamber of Commerce for the Airports Board seat that is being vacated by Rich Tritschler will also be discussed.
5. Lady's Island/St. Helena Fire Department Lease: Paul Andres
  - Mr. Andres stated this lease has also been incorporated into the budget initiatives

that will be brought forward to the Finance Committee at the appropriate time. He stated the budgets were turned in to the Finance Department on March 12<sup>th</sup> as required. Once this has been discussed with the Finance Committee, they will give their direction and decisions so that the budgets can be finalized.

6. Hilton Head Island Airport Open House: Will Dopp

- Mr. Dopp stated they are in the planning stages, but they have run into a couple of problems. The FAA has declared that all control towers are off limits because of the incident at JFK involving the controller's children. Mr. Dopp also stated that the original date of May 1<sup>st</sup> may have to be changed to May 8<sup>th</sup> due to the Coast Guard having a prior commitment for their rescue helicopter on May 1<sup>st</sup>. Mr. Dopp stated there will be another committee meeting on March 23<sup>rd</sup> and they hope to make a final decision concerning the date at that time. Mr. Dopp welcomed any suggestions.

**NEW BUSINESS** - None

**PUBLIC COMMENTS**

1. Jim Morrisette – Mr. Morrisette wanted to know if Mr. Dopp had solicited the help of the Hilton Head Island Chamber of Commerce for the Open House. He stated that Beaufort County commits funds to the Chamber and they benefit from the Airport, but he had never seen them participating in previous open houses. Mr. Morrisette suggested they do something such as raffling off a bicycle. Mr. Dopp stated he spoke to Mr. Bill Miles recently and the Chamber will be participating in some capacity. Mr. Dopp stated that 2 years ago there was a drawing for a free ride in an airplane, but he was not in favor of having a raffle.

**FUTURE MEETINGS**

The next meeting of the Airports Board will be held on Thursday, April 15, 2010 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.

**ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at approximately 2:05 PM.