

MINUTES

Beaufort County Airports Board

June 18, 2020 | 1:30 pm | Webex Meeting called to order by Chairman Howard Ackerman

In Attendance

Howard Ackerman, Dan Ahern, James Buckley, Barry Wilbur, Trey Ambrose, Brian Turrisi, Anne Esposito, Leslie Adlam Flory, Chris Butler and Mark Bailey.

Absent: None.

County Staff: Jon Rembold, Airports Director; Elena Milbrandt, Airports Administrative Assistant; Stewart Rodman - Chairman Beaufort County Council.

Public: Judy Elder – Talbert, Bright and Ellington, Inc; Ben Klimko – Signature Flight Support.

Approval of Agenda

Motion: It was moved by Mr. Turrisi and seconded by Mr. Wilbur that the Agenda be adopted. The vote was FOR – Howard Ackerman, James Buckley, Brian Turrisi, Barry Wilbur, Dan Ahern, Trey Ambrose, Chris Butler, Anne Esposito, Leslie Adlam Flory and Mark Bailey. The agenda was approved as distributed.

AGAINST – None. ABSENT – None.

Approval of Minutes

Motion: It was moved by Ms. Esposito and seconded by Mr. Turrisi that the May 21, 2020 meeting minutes be approved. The vote was FOR – Howard Ackerman, Brian Turrisi, James Buckley, Barry Wilbur, Dan Ahern, Trey Ambrose, Chris Butler, Anne Esposito, Leslie Adlam Flory, and Mark Bailey. The minutes were approved as distributed.

AGAINST – None. ABSENT – None.

Public Comments

There were no public comments offered.

Director's Report - Beaufort County Airport Project Update

- ❖ Dataw Island- Airport community relations meeting:
 - Voluntary noise abatement procedure was requested
- ❖ Aviation Week August 16-22, 2020: Open House event at ARW this year including aircraft flybys and a runway 5k scheduled for August 15th.

Charts were previously submitted for AvGas, Jet A sales and aircraft operations.

Director's Report – Hilton Head Island Airport Project Update

- ❖ RBC Heritage Golf Tournament: This tournament started today as a spectator-free, televised event. This is a big event for our partner, Signature Flight Support and for Hilton Head Island Airport as well. Temporary changes to airport operations due to this event: restrictions on taxiway Alfa in order to set aside additional space for landing more aircrafts for the Heritage.
- ❖ 2020 Concours d'Elegance Motoring Event: Postponed to 2021 due to the coronavirus pandemic. Please click here for more information: www.hhiconcours.com/covid-19-update.html.
- ❖ 2020 Hurricane Season Preparedness: This year's planning may be different due to the coronavirus pandemic and the need to protect ourselves from COVID-19. More information to follow.
- ❖ Business Manager: Please join me in welcoming Marlene, our new team member. All of us here are excited to get to know her and work with her on upcoming projects.
- ❖ Hilton Head Distillery: In response to the widespread shortage during the COVID-19 pandemic, Hilton Head Island Airport has partnered with Hilton Head Distillery to provide liquid hand sanitizer for the travelers at terminal.
- ❖ TSA update – Checkpoint Guidance:
 - Travelers are now required to pack carry-on food items inside a separate clear, plastic bag and place it into a bin. The change is intended to minimize the need for agents to handle travelers' bags, as food can often trigger an alarm. "This requirement allows social distancing, reduces the TSA officer's need to touch a person's container of food and reduces potential for cross-contamination".
 - The TSA is also emphasizing the importance of travelers packing their bags carefully to avoid bringing a prohibited item through the checkpoint and causing agents to search through a carry-on.
 - TSA officials also are asking passengers to scan their own boarding passes, rather than handing them to an agent place the pass on the scanner. Other minor changes travelers may notice include:
 - Six-foot social distancing guidelines in checkpoint lines. For more information click here: <https://www.tsa.gov/coronavirus>
- ❖ Masks from FEMA, FAA: In an effort to help prevent the spread of coronavirus, the federal government has started to distribute cloth face coverings to airports, including Hilton Head Island Airport, which received a shipment of several hundred cloth masks.
- ❖ Part 139 Inspection: Annual FAA's airport certification safety inspection still to be determined. Meanwhile, electronic documents are being prepared to be submitted. More to follow soon.
- ❖ 14 Hunter Building: Airport Administration & Badging Office will be located inside of this building. We will be here for three years, depending on the speed of the terminal project and the phasing of it.
- ❖ Projects Update:
 - HXD Commercial Terminal – Taking into consideration the latest design changes for the project, we are working with the Town of Hilton Head Island staff to schedule a review meeting. More information coming soon.
 - HXD Commercial Ramp – After competitive bids have been opened and read last Tuesday, it was discovered that one contractor had a license issue. We are working with that contractor to correct the situation at which we will begin evaluating the bids to find the lowest bidder. Once all the bids have been reviewed, a bid tally is drawn up in which all of the bids are listed by quoted price,

from lowest to highest; an award is then granted to the vendor who submitted the lowest bid and who possesses the required qualifications for the contract.

- Grant Application – Ramp, Wetlands – We have already submitted the grant application.
- HXD Campus Entrance Improvements: The coronavirus slowed down completion of this project. The expected time to complete the project is two weeks.

Charts were previously submitted for AvGas, Jet A sales, Total Aircraft Operations and Enplanements /Deplanements.

Unfinished Business

N/A

New Business

1. FY 2021 Budget Approval

A Motion was made by Leslie Adlam Flory to approve the FY 2021 Budget Approval, seconded by Brian Turrisi. The vote was FOR – Howard Ackerman, Dan Ahern, Anne Esposito, Barry Wilbur, Chris Butler, Leslie Adlam Flory Mark Bailey, Brian Turrisi, and Trey Ambrose.

AGAINST – None. ABSTAINED - Jim Buckley ABSENT- None.

THE MOTION FOR APPROVAL PASSES.

2. Payment of Wetland Mitigation

A Motion was made by Barry Wilbur to approve the Payment of Wetlands Mitigation, seconded by Jim Buckley. The vote was FOR – Howard Ackerman, Dan Ahern, Anne Esposito, Barry Wilbur, Chris Butler, Leslie Adlam Flory Mark Bailey, Brian Turrisi, and Trey Ambrose.

AGAINST – None. ABSTAINED – None. ABSENT- None.

THE MOTION FOR APPROVAL PASSES.

Chairman Update

1. Finance

Members: Howard Ackerman (Chair), Dan Ahern, Anne Esposito, Chris Butler and Brian Turrisi.

- ◆ The Finance Committee met with Mr. Rembold on June 9, 2020 to discuss the Airports Budget information and recommended the approval of the FY 2021 Budget to the other board members during June 18, 2020 meeting.

2. Communications and Marketing

Members: Jim Buckley (Chair), Barry Wilbur and Brian Turrisi

- ◆ We look forward to working with an outside Marketing team for the benefit of Hilton Head Island Airport.
- ◆ We also look forward to working with the new Business Manager and support her in her role at the airport.

3. Passenger Service Committee

Members: Anne Esposito (Chair), Leslie Adlam Flory, and Blakely Williams

- ◆ The Passenger Service Committee has nothing new to report this month. They will keep the board informed of any new developments.

4. ARW Facilities Use and Improvement

Members: Chris Butler (Chair), Dan Ahern, Mark Bailey and Trey Ambrose

- ◆ ARW Committee is focusing on the following items:
 - Hangar ground lease development
 - Beaufort Airport's name change
 - Assisting with SC Aviation Week Open House

5. The Hilton Head Island Airport General Aviation Improvement Committee

Members: Howard Ackerman, Brian Turrisi and Barry Wilbur.

This Committee will focus on improvements on the General Aviation side of HXD only.

- ◆ The Hilton Head Island General Aviation Improvement Committee has nothing new to report this month. They will keep the board informed of any new developments.

Public Comments

There were no public comments offered.

Next Meeting

July 16, 2020 | 1:30 pm | Town of Hilton Head Island, One Town Center Court, Hilton Head (within the realm of possibility). For more information, please click here:

www.beaufortcountysc.gov/events/2020/07/Airport%20Board-20-07-16.html

Contact us –Social Media

Please like and share our [Facebook page](#) & [Instagram page](#). Check out our [Website](#) page as well.

Motion to adjourn was made at 2:08 pm and was passed unanimously.