

AIRPORTS BOARD

October 17, 2013

**The electronic and print media were duly notified in
Accordance with the State Freedom of Information Act**

Notification: To view video of full discussion of this meeting please visit
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The Airports Board met on Thursday October 17, 2013 at 1:30 p.m., in the Council Chambers of the Beaufort County Government Center. Chairman Buchanan called the meeting to order and led the attendees in the Pledge of Allegiance.

ATTENDANCE

Airports Board Members: Chairman Pete Buchanan, Will Dopp, Derek Gilbert, Rich Sells, Ron Smetek, Al Spain, Dan Ahern, Anne Esposito, Carl Wedler, Graham Kerr, Ross Sanders, and Councilman John McCann, Town of Hilton Head Island Liaison. (Absent: Councilman Stu Rodman, Beaufort County Liaison)

County Staff: Rob McFee, Director, Engineering and Infrastructure; Joel Phillips, Beaufort County Airport Supervisor; and Linda Wright, Administrative Assistant.

Public: Tom Barton, Island Packet; Councilman William McBride; Councilman Rick Caporale; Nick Esposito, Resident; Judy Elder, Talbert & Bright; Carl Ellington, Talbert & Bright; Will Hamp, Resident; Jim Webb, Resident; Joe Croley, Resident; and Joe Zimmerman, Resident.

MOTION TO ACCEPT AGENDA

Motion: It was moved by Mr. Kerr, seconded by Mr. Dopp that the October 17, 2013 agenda be approved with corrections made on the dates. The vote was: FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Mr. Smetek, Ms. Esposito and Mr. Wedler. AGAINST – None. ABSENT FOR VOTE – Mr. Gilbert. MOTION PASSED.

MOTION TO ACCEPT MINUTES

Motion: It was moved by Mr. Sanders, seconded by Mr. Spain that the September 19, 2013 minutes be approved. The vote was: FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Mr. Smetek, Ms. Esposito and Mr. Wedler. AGAINST – None. ABSENT FOR VOTE – Mr. Gilbert. MOTION PASSED.

GUEST INTRODUCTIONS AND PUBLIC COMMENTS

No comments.

REMARKS BY THE CHAIRMAN

Mr. Buchanan stated the Airports Board is an advisory to County Council. He stated they cannot ask for grants and they do not have any control over personnel. Mr. Buchanan emphasized that they can only make recommendations to County Council.

LADY'S ISLAND AIRPORT REPORT

Mr. Phillips reported on the fuel sales and operations for the Lady's Island Airport for September. He stated the operations are up approximately 43% over the same time period as last year and the fuel flow is up approximately 20%.

Mr. McFee stated there are 4 aviation easements remaining and are tentatively scheduled for court in January or February. Mr. McFee stated we have received comments from the FAA and the SCAC on the Master Plan. He stated CDM Smith will address the minor comments. Mr. McFee stated the numbers they received from the proposals for the terminal improvements were approximately 10% higher than anticipated. He stated they will go back through SCAC to ask if there are any additional grant funds that can be utilized.

HILTON HEAD ISLAND AIRPORT REPORT

Mr. McFee gave the tower and operations reports as well as the noise complaints for September. The Board would like for Chief Yeager to explain at the next meeting why the noise complaints have increased and to provide an analysis of the complaints (i.e. time of day or year, location of complaints, specific maneuver, and/or specific aircraft).

Ms. Elder stated we are in the process of rebuilding the On-Airport Tree Mitigation project. Bids were issued on September 30th, the mandatory pre-bid meeting was held October 8th and bids will be opened on October 30th. She stated the grant is in place for this project. Ms. Elder stated the Runway 03/21 Off-Airport Obstruction Removal 20:1 and 30:1 project design work is underway. She stated this project will not be as invasive as the 34:1 would have been and hopefully they will begin the removal next summer.

Ms. Elder stated the report has been received for the Phase III Archaeological Data Recovery. The report has been submitted to the FAA and the State Historic Preservation Office for concurrent review. Ms. Elder stated that when the approval is received they will finalize the Environmental Assessment which will be sent to the FAA for approval and then it will be put out for public review followed by a public hearing.

Ms. Elder stated the Terminal Renovations Phase I project is being rebid. There was a pre-bid conference on October 15th and bids will be opened on November 7th. She stated they hope to start in January or February.

COMMITTEE REPORTS

1. Lady's Island Airport Operations – Graham Kerr – No Report
2. Hilton Head Island Airport Operations – Will Dopp

Mr. Dopp stated the movements are down 5% and passenger count is down 5% compared to the same time period last year. He stated Signature Flight Support's revenues are down by 3% and the County's share for the nine months is \$194,000.00.

Mr. Dopp stated the Board approved a 5% hangar rent increase in June, but it has not yet gone into effect. He stated that according to the Code the Board can recommend a rent increase and the Airports Director can approve it. Mr. McFee took this opportunity to inform the Board that he will update them at the next meeting on the status of hiring an Airports Director.

Mr. Dopp also stated that Signature Flight Support has started their \$200,000.00 terminal renovation project.

3. Subcommittee/Air Carrier Service Improvements at Hilton Head Island Airport – Al Spain

Mr. Spain stated the committee met on October 4th to establish the base questions that will be used to gather research in order to finalize a report for the Airports Board and County Council. He stated the Chamber of Commerce and Signature Flight have been contacted about having a representative attend the meetings. He stated the subcommittee also took on the task of forming a narrative job description for the position of the Airports Director and passed this information along to Councilman Rodman. The next meeting of the subcommittee is currently scheduled for November 15th at 1:00 PM at the Government Center South on Hilton Head Island.

NEW BUSINESS - None

UNFINISHED BUSINESS

1. Search for the Airports Director – Pete Buchanan

Mr. Buchanan stated they have already discussed the need for hiring an Airports Director. Mr. McFee stated that earlier in the week an offer was made to a candidate and they should hear back within a week. He stated if the offer is accepted Mr. Kubic will notify County Council and the Airports Board.

Mr. Dopp wanted to know if the ATAX application was submitted on time. Mr. McFee stated it was and they would be making a presentation on October 30th.

PUBLIC COMMENTS CONTINUED - None

FUTURE MEETINGS

The next Airports Board meeting will be Thursday November 21, 2013 at 1:30 p.m. in the County Council Chambers of the Beaufort County Government Center.

ADJOURNMENT – 2:15 PM