

WICOMICO COUNTY AIRPORT COMMISSION

OCTOBER 9, 2017

Present: John Hall, Chairman; Matthew E. Creamer, Vice Chairman; James Brooke; Gerard DiCairano

Staff: Dawn Veatch; Denise Shellaby; Jacqueline Benton-Ware

Other: David Goslee, Ex-Officio Member; James Harris, Assistant Manager Candidate; Duane Frantz, T-Hangar Tenant

CALL TO ORDER

Due to the absence of a quorum, the meeting was unofficial and no actions were taken. Chairman Hall called the meeting to order at 3 p.m.

MINUTES

The September 11, 2017 minutes were approved.

INTRODUCTION

Assistant Airport Manager candidate James Harris was introduced.

MINI MASTER PLAN

The environmental portion of the mini master plan has been approved, and the T-Hangar request for proposals will be advertised this week. The new T-Hangar building will be built as the fourth row of T-Hangars by Bay Land Aviation. There will be T-Hangars in the middle and box hangars on each end. All displaced tenants have been assigned T-Hangars. There are approximately 11 pilots on the waiting list. Mrs. Veatch attended the Maryland Airport Manager's Association meeting last week. The Maryland Aviation Administration will grant SBY Airport \$150,000 for repair of the two taxi lanes closest to Bay Land Aviation. The remaining lanes will be repaired in the spring, along with the painting of the corporate and T-Hangars. Mrs. Veatch, Chairman Hall, and Administrator Strausburg are to meet with Mr. Nelms of Bay Land Aviation to discuss his business plan. The airport can get \$5,000 for the scrap metal if Bay Land's hangar is removed. Mr. Brooke inquired as to when the drain by the north side of Bay Land's hangar will be repaired. Mrs. Veatch responded the drainage will be fixed when the hangar is torn down. Delta Airport Consultants will address the issue in their drain field plan.

CORPORATE HANGARS

Mrs. Veatch has a meeting with Signature Aviation in November. Signature would provide a full maintenance and avionics facility. Mrs. Veatch has a meeting on Friday with a flight school in Trenton, New Jersey. They would like to partner with Signature. Airport Management will not be moving forward with the UAS/Drone contract. The drone program is relocating to Pennsylvania.

LEASES

McCain Associates has been hired to assess the property value of the airport hangars and buildings. All leases need to be compliant with Federal Aviation Administration regulations. Mrs. Veatch has a motion into the Executive Office to get blanket approval on standardized leases that are based on price per

square footage. Currently, each lease must have County Council approval. Mrs. Veatch stated that Airport Management could set and change rental amounts.

WATER

Mr. Thomas Hayes from the Wicomico County Public Works Department is on loan to the airport to assist with various projects. The design work for the water project is done. Mr. Goslee inquired as to when to expect water. Mr. Hall replied the ground breaking should occur in the spring of 2019 with hook-up taking place in late 2019.

TAXIWAY B

The taxiway B south project has been delayed until spring. The work phase will be explained at the next T-Hangar tenant meeting.

AIR TRAFFIC CONTROL

The Maryland Aviation Administration approved a 75/25% grant to fund a digital recorder and a new HVAC system for the Air Traffic Control Tower. Mrs. Veatch is continuing to pursue the STARS radar system. Even though SBY does not have enough military operations for STARS, Mrs. Veatch feels the separation of aircraft is a safety issue. Mr. Frantz asked for an update on the VOR. Mrs. Veatch explained that the Federal Aviation Administration will be removing the roof to replace the antennae this spring. Mr. DiCairano added the VOR has been out of service for almost two years.

CONFERENCE ROOM

The request for proposals for the conference room will be advertised soon. The vending machine area will be replaced by a room that can be rented out. After the conference room is open, food service will begin. Mr. Brooke advised the restaurant at the Georgetown Airport did very well at last weekend's Fly In. With the terminal alarm system going to broad band, two additional phone lines will be available. One of the lines will be used for the automated attendant for airline calls, and the other line will be for an ATM which should be installed within the next month or so.

WINGS & WHEELS

A planning meeting will be scheduled in November. Hats and tee shirts are on sale and are on display in the terminal.

SHERIFF'S DETAIL

Mrs. Veatch advised a Fed X sign and employee's car were vandalized last night. The Sheriff's Office charges \$95 per hour for a deputy for 4 hours each morning. Mrs. Veatch has requested the Sheriff to adjust the schedule to allow for perimeter checks. This same service can be contracted out for \$28 per hour.

SECOND AIRLINE

Mrs. Veatch met with Southern Airways. They operate 9 passenger single engine turbo propeller caravan aircraft out of Baltimore/Washington International Airport. They feel they can fill the aircraft to/from SBY. Mrs. Veatch also wants to contact Air Wisconsin regarding service to/from Dulles, JFK, and BWI Airports. All Commissioners agreed SBY needs a Florida carrier.

CHAIRMAN'S REPORT

The Federal Aviation Administration approved a waiver to reschedule the triennial disaster drill till January 31, 2018. Mrs. Veatch acquired a copy of the Hagerstown Airport's disaster plan and will modify

it to meet the requirements for SBY. Agreements have not been signed yet, but a new contract fire company will assume Aircraft Rescue and Fire Fighting responsibilities as of November 1. Piedmont Airlines will no longer supply manpower but will pay for Aircraft Rescue and Fire Fighting services with landing fees. The Aircraft Rescue and Fire Fighting staff will be housed in a corporate hangar. Mr. Hall clarified the airport fire service will be 100% subcontracted and will not be manned by any Wicomico County fire companies. The government has surplus military equipment and the airport needs to get registered on the equipment list.

PUBLIC COMMENTS

Mr. Goslee suggested contacting Piedmont Airlines and have them donate a Dash 8 aircraft for display at the airport. Mrs. Veatch has a meeting on Tuesday with the Henson Foundation and will present the idea. The plane could be painted in the Henson Aviation colors and displayed inside the fence where the Goldman salvage business was located. Mr. Goslee inquired to the status of the donation of a Perdue trailer for the Civil Air Patrol. Mr. Hall advised that the trailer Perdue was going to donate was not suitable for the Civil Air Patrol's needs. Mr. Murray and Mr. Caldwell had previously approached the Henson Foundation for a donation for a building and was turned down. Mrs. Veatch will address rehabilitating a hangar for use as a museum/youth learning center at her upcoming meeting with the Henson Foundation.

AIRPORT COMMISSION COMMENTS

Mr. DiCaraino inquired as to the Verizon tower status. Due to too many guide wires, another location will need to be explored.

NEXT MEETING

The next meeting will be held Monday, November 13, 2017.

ADJOURNMENT

The meeting was adjourned at 4 p.m.

John Hall, Chairman