

## WICOMICO COUNTY AIRPORT COMMISSION

MARCH 13, 2017

Present: John Hall, Chairman; Nola Arnold; James Brooke; Gerard DiCairano; Calvin Peacock

Staff: Dawn Veatch; David Hynes; Denise Shellaby

Other: David Ryan, Ex-Officio Member; Patrick Nelms, Bay Land Aviation; Hunter Hill, Sky Helicopters; Edward Brink, Chris Hartman, Duane Frantz, Bill Haag, Mel Snyder, T-Hangar Tenants

### CALL TO ORDER

Chairman Hall called the meeting to order at 3 p.m.

### MINUTES

The February 13, 2017 minutes were approved.

### SAFETY AND REGULATORY COMPLIANCE

Effective March 15, the terminal employee parking lot gate will go live. In addition to a parking permit, employees will also need a code to gain access to the lot. The Airport Commission will be emailed the gate code. The Federal Aviation Administration's Part 139 inspection has been deferred to the last week in June. The airport is currently conducting a records check prior to the inspection.

### DELTA AIRPORT CONSULTANTS

Mrs. Veatch has some concerns with Delta Airport Consultant's amendments to their contract. The amendments are on hold until they are revised. The baggage belt replacement project is almost complete. The full body screening machines should arrive in July. Mrs. Veatch is working on a joint partnership with Wor Wic Community College and NASA Wallops Island to designate a UAS area on the airfield. Air Traffic Control and the airlines do not have any objections to this project.

### MASTER PLAN UPDATE

Part of the revision to Delta Airport Consultant's mini master plan is the addition of minimum standards in all airport leases. The master plan also needs to address the removal of the old T-hangar buildings, two corporate hangars, and the addition of a new T-hangar building.

### CAPITAL IMPROVEMENT PROJECTS

There is money left over to fund some additional projects, such as the Civil Air Patrol relocation, hangar painting, and the resurfacing of the taxiway by Bay Land Aviation.

### NEW IMAGE

The coastal theme on the new logo and the office renovations are moving forward. Airport Management would also like to refurbish the terminal restrooms prior to July 1. Mrs. Veatch will continue to meet with the Health Department in order to obtain food service. When all the renovations are complete, Mrs. Veatch plans on having an open house with the Chamber of Commerce and the media invited. Mrs. Veatch is also working with the State to install additional directional signs with standardized language. Mr. Brooke commented that a light is out on the Route 50 airline billboard.

## COMMUNICATION

Mrs. Veatch will be holding business and general tenant meetings monthly. The first business tenant meeting will be held Monday, March 20, with subsequent meetings being held 1 hour prior to each Airport Commission meeting. T-hangar tenant meetings will be held the first Saturday of each month. University of Maryland and Junior Achievement interns are currently working on updating the airport's Facebook page. The interns will also be monitoring the email questions on the website. The staff will be trained as to what questions are appropriate so the airport will reflect properly on the community. Piedmont Airlines uses American Airlines' Twitter but would also like to use SBY airport's Twitter.

## CHAIRMAN'S REPORT

Chairman Hall reported that the water project is moving forward. It is in the design phase and the funding details are being worked out between the City and the County. The project should start in 2018 and should be included in Delta Airport Consultant's mini master plan. The Executive Office is working with Mrs. Veatch on fiscal year 2018's budget, and it is awaiting County Council approval.

## ASSISTANT MANAGER'S COMMENTS

As part of the restructuring of the airport staff, Mr. Hynes' title has been changed to Assistant Manager. A part time grants clerk has been hired, and two Aircraft Rescue and Fire Fighting personnel will start soon to help augment the Piedmont ARFF coverage and security training. The FY18 budget will include a full time property maintenance technician and a full time receptionist. Mr. Hynes is working on a new security badging system for employees and tenants. This would also include annual inspections of vehicles on the airfield. The County will be implementing a new inventory management system for vehicle parts, inventory, and service schedules. Mr. Hynes recently attended an aviation summit in Washington, DC. Pilot shortage was the main topic of discussion.

## PUBLIC COMMENTS

At the previous Airport Commission meeting and the tenant meeting on March 4, Mrs. Veatch stated she would like to have a restaurant located on top of the new dual airport firehouse. Mr. Snyder agreed that both the dual firehouse and the restaurant are good ideas.

## AIRPORT COMMISSION COMMENTS

Mr. Peacock advised there are two bills in Annapolis redefining AVGAS. The bill that passed helps keep the cost of gas down and puts the tax funds back into aviation projects. The General Aviation Parts and Labor Tax Free Bill passed the Senate unanimously. Baltimore/Washington International Airport continues to grow with surpassing 25 million passengers in 2016. Washington Dulles, National, and Martin State Airports have grown as well. Mr. Brooke inquired as to the status of Bay Land Aviation's fuel tanks. Mr. Nelms continues to pursue insurance quotes. Mr. Brooke feels the fuel tanks should be Wicomico County's responsibility since the tanks are located on County property. With the water project moving forward and the proposed dual firehouse, Mr. Brooke and Mr. DiCairano inquired as to the ability to wash aircraft. Mrs. Veatch advised that instituting minimum standards should help, but environmental regulations must be followed. Mr. Ryan reminded the Commission that four years ago, the Piedmont hangar was renovated with a combination of State and County funds. The \$500,000 funding was based on Piedmont employing a minimum of 150 people. Mr. Ryan advised the loan had been forgiven. Mr. Ryan also advised he is waiting for Piedmont to return the lease for the rental of the remainder of office space in the old terminal building. On April 15, Piedmont will remove the temporary trailers. If acceptable to the Civil Air Patrol, Piedmont will donate the trailers. The County will be resurfacing Piedmont's parking lot and installing high reflective tape on the cross walks in front of the terminal. Mr. Peacock inquired as to the status of the Instrument Landing System since it has been

down three times in the past five weeks. The Piedmont/American Airlines Dash 8 aircraft does not have GPS, therefore they cannot fly in bad weather conditions without the ILS being operational. Mr. Peacock added the Federal Aviation Administration has not defined a precision approach for GPS. The ILS is owned and maintained by the Federal Aviation Administration. Mrs. Veatch has contacted the Federal Aviation Administration's section manager to get the ILS back in working order along with requesting a meeting to further discuss the issue. Mr. DiCairano complimented Mrs. Veatch for the successful tenant meet and greet held on March 4. The comments at the meeting were very positive. Mr. DiCairano also reminded the Commission that the Civil Air Patrol has invited all Commissioners to their awards banquet on March 30.

NEXT MEETING

The next meeting will be held April 10, 2017.

ADJOURNMENT

The meeting was adjourned at 4:10 p.m.

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John Hall, Chairman