

WICOMICO COUNTY AIRPORT COMMISSION

JULY 10, 2017

Present: John Hall, Chairman; Matthew E. Creamer, Vice Chairman; Nola Arnold; James Brooke; Bud Church; Gerard DiCairano; Calvin Peacock

Staff: Dawn Veatch; David Hynes; Denise Shellaby; Bob Culver, Executive; Wayne Strausburg, Administrator

Other: David Goslee, Ex-Officio Member; Jacqueline Jennings, Piedmont Airlines; Patrick Nelms, Bay Land Aviation; Chris Davala, Maryland State Police; Mel Snyder, T-Hangar tenant; Ken Lennox

CALL TO ORDER

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

MINUTES

The May 8, 2017 minutes were approved.

MINI MASTER PLAN SHORT TERM

The new T-Hangars, the large corporate hangar, and the UAS/Drone operating area projects are in the Federal Aviation Administration approval process. Since there is a window of opportunity, Mrs. Veatch is trying to synchronize the T-Hangar project with the Taxiway B/C project.

MINI MASTER PLAN LONG TERM

The design work of the water project is moving ahead. The Federal Aviation Administration has approved the study for Verizon's proposal for a new building and antenna. The lease term and rental amount still needs to be negotiated. Mr. Strausburg advised that a request for proposal would have to be advertised for the building. The contractor for the Taxiway B south project has been selected and the project should start in September. The Federal Aviation Administration is working on the tentative award letter. It originally cost \$1M to refurbish Taxiway B north. The long term goal is to realign rather than overlay. The request for proposal for Taxiway B north is moving forward. Mrs. Veatch met with Delta Airport Consultants regarding the feasibility study for the extension of Runway 32. Mrs. Veatch would like to extend the runway 1600 feet rather than 600 feet. Mrs. Veatch is also in the process of researching Federal and State funding for digital radios for the air traffic control tower and the possibility of getting STARS radar for full coverage of the Wallops, Norfolk, Dover, Washington National, and BWI areas. In order to get STARS, the Federal Aviation Administration equipment from the old terminal would need to be relocated to the tower.

NEW IMAGE

The office renovation is complete. Value Carpet will be replacing the stairwell carpet. Airport Management requested Mrs. Jennings contact Piedmont's flight crews concerning the wear and tear on the new door. It was suggested Mrs. Veatch address the issue with the airline station manager about the possibility of using another door. The first floor conference room renovations have been delayed until August. Once the conference room/passenger center has a completion date estimate, the request for proposals for food service can start. Mrs. Veatch is working with the legal department for a secondary ATM machine. Mr. Brooke offered to contact Hebron Bank concerning the ATM.

LEASES

The legal department is renewing and redoing the leases in plain language. A draft of the leases with the rules, regulations, and minimum standards are posted on the website. Property value baseline assessments will be conducted this summer. Mr. Strausburg will discuss a basic business proposal with a five year lease extension with Piedmont Airlines on July 28. County Council will need to approve the lease.

SBY Pilot Association

Mr. Veatch will process the sales tax paperwork in order to sell shirts and hats online. The money will be put back into the SBY advertising account. Mr. Strausburg would like the Airport to work with the Tourism department to grow the Fly In as a main stay event. Mr. Peacock noted the Fly In was the second largest aviation event behind Ocean City and all feedback was positive. Mr. Strausburg suggested Wor Wic Community College be contacted to put on a drone demonstration.

CHAIRMANS REPORT

Mr. Hall addressed Sunday's newspaper article concerning the rebranding of the airport. Some of the comments were positive, but in some respects, other comments need discussion. Mr. Strausburg thought the story was inappropriate and advised Mr. Hall not to address the media concerning fire service since Aircraft Rescue and Fire Fighting is completely separate and has nothing to do with the volunteer station. Mr. Church added that he told the reporter he was proud of Mrs. Veatch's accomplishments, but those comments did not get published. Mr. Church feels there is an image problem with the Salisbury Airport. When the Instrument Landing System was down in the spring, 1,000 passengers were displaced. Mrs. Veatch feels the new jets will be the perfect opportunity to rebuild reliability and commitment to the flying public. The airline will not promote individual airport outreach. Mrs. Veatch will be holding a town hall meeting on July 26 for the surrounding community to address jet traffic and noise. Mr. Church suggested Mrs. Veatch work with the Ocean City Chamber of Commerce to promote and target tourists to use the Salisbury Airport. Mrs. Veatch has budgeted for advertising for fiscal year 2018 and is getting ready to hire an Administrative Assistant to target groups on social media.

EXECUTIVE COMMENTS

Mr. Culver inquired as to the status of the tractor that rolled over on June 30. Mrs. Veatch advised Mr. King was not hurt, and she is waiting to hear from the insurance adjuster regarding the tractor. Mr. Culver also inquired about the equipment barn that was budgeted in last fiscal year. The Federal Aviation Administration will not oppose an open structure, so the building would be placed by the road. Mr. Culver informed Airport Management that a former Council member was told by the deputy he would be ticketed and/or arrested for parking in front of the terminal. Since Mrs. Veatch was appointed as Airport Manager, the employee lot has been secured and warnings issued. Currently, the airport only has law enforcement presence three hours per day. Mr. Strausburg stated the airport duty is not part of the Sheriff's Office base requirements. He suggested a meeting be scheduled with the Sheriff to discuss law enforcement presence during all flight operations.

AIRPORT COMMISSION COMMENTS

Mrs. Arnold thanked the Roads Division for resurfacing Airport Road. She also suggested the timing be checked on the closing of the employee parking lot gate. Mr. DiCairano inquired as to the status of the Civil Air Patrol building. Mr. Hall advised there has been no change.

NEXT MEETING

The next meeting will be held Monday, August 14, 2017.

ADJOURNMENT

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

John Hall, Chairman