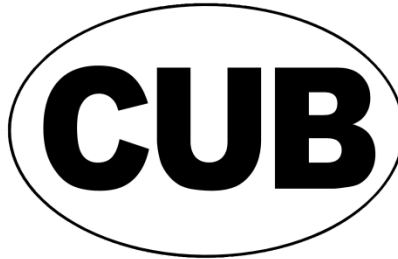


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
January 10, 2022 – 12:00 Noon**

Commission Members in attendance

John Parrish, Chairman
Mike Kelly, Esquire, Vice Chairman
Kaela Bailey, Secretary
Joel McCreary, AIA, Treasurer
Lynn Hutto
Prentiss McLaurin

Richland County Staff in attendance

Allison Terracio, Richland County Liaison
John Thompson, Richland County Assistant Administrator
Michael Maloney, PE, Director of Public Works
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Jim Herpst, EAA-242
Terry Macaluso, PE, WK Dickson
Peggy Roberson, Eagle Aviation
Lee Thomas, Eagle Aviation

Encl: (1) Airport General Manager's Report PowerPoint Presentation

Call to Order and Welcome – **Chairman Parrish** called the meeting to order at 12:11 p.m. and announced a quorum in attendance. He then welcomed everyone.

Commissioner McLaurin delivered the invocation.

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Report of Items for Executive Session – **Chairman Parrish** reported that there were no items that required an Executive Session.

Approval of Agenda – **Chairman Parrish** presented the agenda as distributed. **Commissioner McCreary** made a motion to approve the agenda as presented. **Commissioner McLaurin** seconded the motion, and all voted for approval.

Approval of Minutes – **Chairman Parrish** presented the minutes of November 13, 2021 Airport Commission meeting for approval. **Commissioner McCreary** made a motion to approve the minutes as presented. **Commissioner Hutto** seconded the motion, and all voted for approval.

Chairman’s Report / Executive Committee Report – **Chairman Parrish** reported on the following:

- New Year welcome – Chairman Parrish encouraged continued momentum and activity with new ideas and opinions by all stakeholders for the benefit of the Airport.
- Owens Field Park Lease – **County Liaison Terracio** stated a new County Attorney has been appointed and he should be brought into the discussion regarding re-negotiating of the Owens Field Park Lease.
- Vacant Commission position – There is a Neighborhood Representative vacancy on the Commission. The geographical limits on filling this vacancy are established by the Richland County *Code of Ordinances*. These could be changed in order to broaden the eligible population. Related discussion regarding other Commissioner qualifications ensued. **Commissioner Hutto** suggested the identification of preferred background and experience be explored. **Commissioner Bailey** suggested the idea of a broadened recruitment of qualified candidates also take place. **Mr Eversmann** offered that these issues can be incorporated into the upcoming comprehensive review of Airport Guiding Documents (which will include Chapter 3 – Airport).
- There was also discussion about the benefits of offering self-service Aviation Gasoline (AvGas). **Mr Eversmann** also offered that this could be incorporated as an alternative in a future FBO service procurement process.

Operations & Facilities Committee – **Commissioner McCreary** deferred to the Airport General Manager to provide a report on Operational and Facilities matters.

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Promotional Committee – **Vice Chairman Kelly**, reported on the Airport Informational Signage Project. His term expires in April, but he is planning to re-apply for appointment.

Election of Officers for 2022 – **Chairman Parrish**, reported the following slate of officers offered by the nominating committee:

- John Parrish – Chairman
- Mike Kelly – Vice Chairman
- Prentiss McLaurin – Secretary
- Joel McCreary – Treasurer

Commissioner Hutto made a motion to approve the nomination slate as presented. **Commissioner McCreary** seconded the motion, and all voted for approval. **Chairman Parrish** congratulated the elected officers. Updated Standing Committee assignments will be forthcoming.

Airport General Manager's Report – A copy of **Mr Eversmann's** PowerPoint presentation is contained in the **enclosure**. Due to his planned attendance at the upcoming AAAE Airports Conference in Hershey, PA, **Mr Eversmann** requested that the March meeting be delayed for one week and occur on March 21st. All agreed. A revised meeting schedule will be published reflecting this change.

County Liaison's Report – There was no report provided.

Unfinished Business – There was no unfinished business.

Executive Session – There was no executive session.

Adjournment – The meeting adjourned at 1:17 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, March 21, 2022 at 12:00 Noon.

Airport General Manager's Report

Agenda

Richland County Airport
Commission
Meeting

January 10, 2022



- Meetings, Events, and Visits
- AIP / Project Updates
- Eagle Aviation Update
- Budget & Finance
- Aircraft Complaints
- Other items
- Questions?

Meetings, Events, and Visits

Meetings, Events, and Visits

Meetings:

- Nov 15 – Phoenix Group
- Nov 19 – Randy Davis (City of Columbia)
- Nov 22 – RDM Staff / Airport Informational Signage
- Nov 24 – Devil's Ditch recon
- Nov 29 – AIP Pre-application (WK Dickson)
- Dec 2 – AIP Pre-application (FAA – ADO)
- Dec 14 – Project Flyer development
- Dec 15 – WK Dickson
- Dec 16 – USC Library Staff (Bill Sudduth)
- Jan 5 – WKD / AOS



Children group visits:
→ None

Adult group visits:
→ None



AIP / Project Updates



AIP / Project Updates

- Various Site / Civil Airport Improvements (Project 2)



Various Airport Site / Civil Improvements (Project 2)

- 100% Federally Funded (CARES Act Provision)
- Scope – Taxiway A5 rehabilitation / Retaining wall extension / Infield drainage structure rehabilitation
- Final completion / project close out.

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Budget & Finance



Budget & Finance



- Nov Operational Revenue \$25,124.80 (Nov '20 - \$24,395.60)
- Dec Operational Revenue – \$TBD (Dec '20 - \$23,735.96)
- Dec Operating Budget Status:
 - Personnel \$ 88,902 65%
 - Operations \$132,577 44%
 - Capital \$ 1,345 1%
 - Total \$232,824 41%

Aircraft Complaints

Aircraft complaints

- There were no (00) aircraft complaints during the period of Nov '1 – Dec 31, 2021.
- There were no (00) identification / Information letters sent.
- There were no (00) sources for these aircraft complaints.



Informational signage project

- GMU Model
- Passive means of providing Airport information to the general public.
- Recommended by Promotional Committee
- Low cost / "low hanging fruit"
- Placement at CUB Terminal area / CWH / Owens Field Park

Proposed Sign Topics

- Airport History
- Aviation Safety / FOD Awareness
- Traffic Pattern / Noise Abatement
- CUB Fleet Mix (variant of conference room exhibit)
- Curtiss-Wright Hangar
- SCHAF / B-25 Restoration
- Windcone / Segmented Circle
- Runway 13 – 31
- Parallel Taxiway
- Rain Garden (existing sign)
- Airfield Lighting
- Localizer
- Hangars
- EAA / Young Eagles
- Airport Communications (with CTAF / UniCom speaker)
- Owens Field Park



Other Items

- Fuel Farm Repairs – Substantially Complete
- Fuel Farm Perimeter Hardening Project
- Long-term project – Guiding Document comprehensive review
- Federal Infrastructure Bill distribution – \$295,000



Fuel Farm Repairs

- Repair perimeter fence
- Saw cut / demolish concrete pad
- Excavate area surrounding manhole and vent tube
- Replace vent tubes and covers on both tanks
- Confined space entry / tank inspection
- Repair minor cracks in manhole riser (Jet A)
- Replace manhole riser (AvGas)
- Replace sump pumps / fix float
- Clean tank interior
- Replace conduit and cable
- Backfill / compact
- **Form / pour replacement concrete pad**
- \$48,000
- Insurance claim pending
- Future project to harden perimeter



Questions?

