

Rock Hill – York County Airport Commission

Minutes of Meeting December 9, 2021

The Commission met on the above date at the airport terminal with the following members present:

Col. Robert Burton – Chairman
Don Clarke
Pick Freeman

Tim Gause – Vice-Chairman
Raymond Crabb
David Hudspeth

Absent:

Mark Kramer
David Vehaun

David Lloyd

Others present included:

Steven Gould, Airport Director
Rebekah Park, FlyCarolina

Mike Moore, York County
Terry Griffin, Skytech

1. Chairman Burton called the meeting to order at 3:00pm.
2. No one from the public addressed the commission.
3. The meeting minutes from October 14, 2021 were approved as presented.
4. Airport Director: The following items were reported:
 - Total observed traffic count:
October – 3,154
November – 3,889
 - Fuel Flowage:
October – Jet A 26,289 gallons; AvGas 7,879 gallons
November – Jet A 24,728 gallons; AvGas 8,433 gallons
 - The airport’s new aircraft operations counting system became active on November 2nd. The data collected from the new system was compared with the observed traffic count by personnel at the airport and found that our non-jet/turbo aircraft operations are more than 100% higher than what has been historically recorded. The airport is currently looking into further enhancing our data collection of aircraft operations which will assist in allocation of future federal and state funding.
 - Installation of door awnings on the terminal building airside doors will be ordered and installed in the near future.
 - The airport director will serve as an expert panelist in review of The Citadel’s Senior Capstone project. The project is the designing of a Vertiport using our airport as the sample site location. The 2022 spring semester will consist of a mockup of the construction portion of their project.
 - We received a state grant for the planned security upgrades for the airport. The project is set to begin next week.
 - The updated Airport Minimum Standards will be approved and entered into an ordinance on December 13th.
 - The 5-year Capital Improvement Plan was submitted to the FAA including the grant pre-applications for the 2023 projects. The Taxiway J Rehabilitation – Design Bid project and Glideslope Replacement project is scheduled to be conducted in 2022.

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- The airport has authorized the appraisal of the Taxiway J HOA Hangars in accordance with their end of lease clause which requires to the City to enter into a new agreement or purchase the hangars at fair market value.
5. Skytech:
 - Fuel sales, aircraft sales, and charter management continues to be strong. They have had to turn down 20-30 charter requests per day.
 - Staffing continues to be a challenge.
 - New aircraft sales office in the terminal building should be complete any day now.
 - Working on increasing FBO staffing levels.
 - Charter hours flown in October and November were at 9.3 hours and 11 hours respectively. Charter management hours were around 30 hours.
 6. Talbert, Bright, & Ellington: Absent.
 7. Taxiway J HOA: No report. Continue to receive inquiries every week on the availability of hangar space.
 8. York County: No report.
 9. City of Rock Hill: Absent.
 10. The regular meeting convened into Executive Session at 3:38pm.

<In accordance with South Carolina Code of Laws: Section 30-4-70(a)(2)>
<Discussion of matters relating to contractual arrangements>

The commission reconvened into open session at 4:03pm with no action resulting from the Executive Session.
 11. Next meeting:
 - January 13, 2022 at 3pm
 12. There being no other business, the meeting adjourned at 4:06pm.

Respectfully submitted,

Steven A. Gould Jr., C.M. – Commission Secretary
Minutes Approved this 13th day of January 2022