

Minutes

OCEAN COUNTY AIRPORT ADVISORY COMMITTEE

January 24, 2018

Ocean County Airport, Terminal Building

Berkeley Township, NJ

Attendance: Tony Agliata (Planning Director), Marc Bornebusch, James Candeletti, Kevin Douthitt, David Peck, Steve Simone (Senior Planner), Martin Smolen, Frank Work

Opening: 7:01 PM

Welcome & Sign In:

Mr. Agliata

- Welcome

Mr. Douthitt

- What is the new leadership structure of the Planning Department?

Mr. Agliata

- Dave McKeon retired on November 30, 2017, and I became Planning Director the next day.
- Prior to becoming Director, I had served as Dave's Assistant Director for over eleven years.

Old Business:

New T-Hangar Building

Mr. Agliata

- The ribbon-cutting ceremony for the new T-hangar building was held on October 26, 2017.
- Since then, the building's eight units have been rented; there are now 44 T-hangar units at the airport.

2018 T-Hangar Leases

Mr. Agliata

- The 2018 lease agreements have been mailed out to our tenants. Many have been returned.
- For those tenants who have not returned their signed lease agreements, access to the hangars may be denied.

Snow Plowing

Mr. Agliata

- Our Department met with the Department of Solid Waste Management (SWM) in October to plan for the season ahead. Logistics were discussed, and all of the vehicles were inspected.
- We've had only a couple of snow storms so far this winter.
- The most recent storm took two days to clear because of the high winds.

Mr. Douthitt

- Who is responsible for snow plowing if Rich Mongaliri isn't on site?

Mr. Agliata

- The Planning Department and SWM share office space in the County government complex, so our coordination is very close.
- SWM is in charge of snow plowing operations. They keep us informed of their activity during storms.
- During every incident a SWM supervisor is on site to direct operations.
- Although we may NOTAM the runways closed, it is our intention never to close the airport.
- Our priority during a snow event is the clearing of 6-24. After that, we clear 14-32.
- There is a predetermined course that is cleared. As we saw recently, winds will require an adjustment.
- Planning and SWM also coordinate with the FBO during storms. If, for example, there is a chartered jet that needs to land or take off during a storm, we will see that the proper runway is cleared, and that NOTAMs are opened and closed accordingly.

Mr. Candeletti

- Is the County looking to buy any additional snow-plowing equipment? A U-plow might be helpful.

Mr. Agliata

- Recently the County has been looking into purchasing auction-type items such as a sweeper.
- Any purchases would be made later, depending on their pricing and budget constraints.
- At present, we are much better equipped than in years past.

Mr. Candeletti

- I understand that there are currently three pieces down for maintenance. Would the County consider purchasing additional vehicles as back-ups?

Mr. Agliata

- We are working on a schedule to acquire additional equipment. As you can appreciate, snow plowing vehicles can be rather expensive.
- Each year we prepare as best as we can.

Based Aircraft Inventory

Mr. Simone

- Each year, the FAA asks that we update an online inventory of all aircraft that are based at our airport, including full-time and part-time based aircraft.
- The NJDOT also refers to this inventory for their own purposes.
- Perhaps it is a function of the crosswind runway, but in recent years the number of based aircraft has increased, from about sixty to about eighty. It's a good sign that the population making use of the airport is increasing.

Mr. Agliata

- The new T-hangar building is probably also a factor.

Mr. Candeletti

- What is the length of the waiting list for T-hangars?

Mr. Simone

- The waiting list still has about two dozen names.

New Business:

FAA Meeting & Capital Improvements

Mr. Agliata

- Over the years, the FAA and NJDOT have been generous with grant funding. Over \$33 million in capital improvements has been invested in the airport since 1990, of which only \$6.1 million came from the County budget. The rest has been grants.
- Next week the County will be meeting with the FAA to review the Airport Capital Improvement Program (ACIP), which outlines the projects scheduled for the next few years.
- In 2018, the ACIP calls for the design phase of an apron expansion. The ultimate goal is to make more room for larger planes which now have to use the tarmac in front of the terminal for fueling, boarding, etc.
- A design phase for the replacement of the rotating beacon will also take place this year.
- In 2019, provided funding is available, the airport will complete a wildlife hazard management assessment.
- Construction of the apron expansion is also slated for 2019.
- In 2020, a new rotating beacon will be built. We also plan to commence the design phase for a new primary windcone, pave another T-hangar taxiway, and construct a new T-hangar building.

Mr. Douthitt

- Is there any way to keep the costs of these projects down?

Mr. Simone

- Keep in mind that the cost estimates for these projects are determined by our engineering consultant. The projects still have to be bid, and as we have seen with some recent projects, the lowest qualified bid is often much less than the estimate.

Mr. Douthitt

- Are the costs of these capital projects the reason T-hangar rent has increased over the years?

Mr. Agliata

- Be aware that rents hadn't been increased in a long time prior to the last increase.
- Compared to other airports in the region, our rental rates are competitive, but still lower than average.

Mr. Peck

- Is T-hangar rental revenue applied to maintenance of the airport?

Mr. Agliata

- All T-hangar rental revenue goes into a general fund which can be used to fund any emergency or routine maintenance. This fund was recently used to pay for emergency repairs to the maintenance hangar electrical system.

Mr. Douthitt

- Does the airport also have a set capital budget?

Mr. Agliata

- Yes. The airport's capital budget is typically about \$25,000 annually.

Mr. Douthitt

- What portion of revenue comes from the FBO?

Mr. Simone

- We have arrangements with the FBO to collect a portion of fuel sale and maintenance hangar rental revenues. We also collect annual ground lease fees. Propane costs for the terminal building are shared.

- All told, the revenue generated from T-hangar rentals is about the same as the revenue generated from the FBO's activities.

Mr. Peck

- Does the County make any money on tie-down rentals?

Mr. Agliata

- No. All revenue from the tie-downs goes directly to the FBO.

Mr. Douthitt

- The demand for tie-downs may be lower than for hangar space, but it is still much higher than it was several decades ago.

Mr. Smolen

- Unfortunately, private aviation is becoming cost prohibitive for many.

Pending Projects

Mr. Agliata

- There are a number of non-grant funded projects the County plans to undertake in the near future.
- The priority is to paint building #57.

Apron/Taxiway Crack Repair

Mr. Agliata

- For the second year in a row, the County applied for NJDOT funding to repair the cracks in the apron and taxiways, but did not receive a grant reward.

Displaced Threshold & 6-24 Pavement Rehabilitation Project

Mr. Agliata

- As a part of the 6-24 Pavement Rehabilitation Project, the 24 threshold will be displaced. We wanted to give you an overview of the project so that you will know what to expect.
- The pavement rehab project will start sometime between mid-March and late-April. The intention is to complete the project before the busy season of the summer.
- The project will proceed in phases.
 - Phase I will take about eighteen days and should be complete by May 4, 2018. This will be the bulk of the construction activity. During this time, 6-24 will be closed.
 - Phase II will require approximately eleven nights for pavement grooving. Runway 6-24 will be closed during these nights. We will let you know the dates when they are confirmed.
 - Phase III will require one more night of closure for 6-24. A NOTAM will be issued for temporary non-standard marking.
 - Phase IV will also last one night. At this time a NOTAM will be issued that 24 GPS approach is inactive.

Mr. Simone

- For the next sixty days after Phase IV, landings on 24 will be visual only.

Mr. Agliata

- Phase V is the final phase of the project, during which the displacement will be finalized. 6-24 will be fully operational after a flight check, which will come at the end of Phase V. At this point, the project will be complete.

Mr. Candeletti

- How many feet will be removed from the end of 24?

Mr. Simone

- Only the Accelerate-Stop Distance Available (ASDA) on 6 and the Landing Distance Available (LDA) on 6 and 24 will be decreased by 115 feet.
- The purpose of the threshold displacement is to bring 24 into compliance with the FAA's 600 foot safety area standard.

Mr. Candeletti

- Will 14-32 remain open for the duration of the project?

Mr. Agliata

- Yes.
- The contractor on the project, Cardinal, has a construction budget of about \$2.6 million.

Mr. Candeletti

- Is the County responsible for a portion of the project's budget?

Mr. Simone

- Yes. The County will pay approximately five percent of the project's costs.
- Cardinal's bid came in well under the estimate, which was over \$4 million.

Items from the Floor:

T-Hangar Lighting

Mr. Candeletti

- The spotlight on the end of building #85 needs to be replaced.

Mr. Agliata

- We will address it.

Mr. Douthitt

- Otherwise, the new lights on the T-hangar buildings are working well.

OASS Office Door

Mr. Candeletti

- The door to the OASS office may need to be replaced. Over time it has warped and has become difficult to open and close.

Mr. Simone

- We will address it.

Portable Bathroom

Mr. Candeletti

- Has a new vendor been assigned to provide the airport's porta-potty?

Mr. Agliata

- Not that we are aware of. A new voucher was just created for the new calendar year.

Mr. Candeletti

- The porta-potty needs to be cleaned.

Mr. Agliata

- We will address it.

OASS Purchase Order

Mr. Candeletti

- Was a purchase order created for the OASS missions for 2018?

Mr. Simone

- I spoke with Carl Larsen about this and I will get back to him with the purchase order number.
- On another note, the MOU was received and is set to be signed by the Freeholder Director.

Fuel Tanks

Mr. Douthitt

- Have the issues with the fuel tanks been addressed?

Mr. Agliata

- Yes, the problems have been fixed.

Mr. Peck

- Was a leak ever found?

Mr. Simone

- As it turned out, there was no new leak in Jet A Tank 1. When the tank leaked nine years prior, the interstitial space was flooded with fuel. Over time, this residual fuel migrated down to the sensor, giving the impression of a new breach. The tank was inspected, but no new leaks were found. Ultimately, a second interstitial sensor was installed and the interstitial space was vacuumed dry.

Mr. Candeletti

- Will the airport ever install a self-service fueling station?

Mr. Agliata

- It is not likely that we would go to self-service.

Mr. Candeletti

- The impression I have is that the FBO would favor such a change, but for the cost.

Voicemail

Mr. Douthitt

- Has the terminal building office line voicemail been addressed? The outgoing message still has Ryan Allen's name on it.

Mr. Simone

- We are in the process of addressing it. I reached out to IT and received a procedure for changing the outgoing message.

Mr. Agliata

- It will be taken care of soon.

Date and Time of Next Meeting:

Mr. Agliata

- Please contact me or Steve with any issues.
- The next meeting will be held at 7:00 PM on April 25, 2018 at the Terminal Building.
- Members will be notified.

Closing: 7:56 PM