

**WICOMICO COUNTY AIRPORT COMMISSION**  
**Monday March 13, 2023 @ 3:00**  
**Airport Conference Room, 1<sup>st</sup> Floor Terminal Bldg. & WebEx**  
**AGENDA**

**1. APPROVAL OF MINUTES**  
**Chair – Wayne Strausburg**

**2. AIRPORT MANAGER’S REPORT**

**I. Project and Contract Status Update –**

**a. Runway Extension** – Runway design work and the environmental permitting process continues. We will be briefing Piedmont on construction phasing and impacts to their operations.

**b. CARES & ARP Grant funding update** – Funding reimbursements continue under the CARES and ARP grants. We have submitted CARES Grant Addendum #3 on January 20<sup>th</sup> for upcoming projects. CARES funding updates were submitted to County Council and approved (handout).

**c. Construction of Snow Removal Equipment (SRE) and Aircraft Rescue and Fire Fighting (ARFF) Facility** – Once the CARES addendum is approved, a notice to proceed will be issued for the start of construction. A Notice of Intent to Award was issued to Keller Brothers and a preliminary meeting was held to discuss funding and supply chain issues.

**d. Piedmont Facility Update** – The building improvement project on the hangar complex and old terminal building will commence once the CARES addendum is approved. Parking lot reconstruction is designed and will be put out to bid on April 6<sup>th</sup>. Dave Ryan is working with UMES and Piedmont on the Aircraft Maintenance Technician (AMT) school to get it up and running. Building improvements for restrooms and locker rooms will be needed. We are waiting to receive the sublease agreement and building improvement proposal from Piedmont. Per Paul Wilber, the

Department of Aviation would now be the approving authority.

**e. New Fuel Farm Containment** – Design work continues. This project will be bid along with the Piedmont parking lot improvements on April 6<sup>th</sup>.

**f. Land Acquisition and Easements** – The airport has finalized the agreement for the purchase of 11.4 acres of property along Airport Road. Part of this property is located within the Runway Protection Zone. It was necessary to acquire it to achieve FAA standards prior to the runway extension project.

**g. Cell Tower & Solar Farm** – Planning and environmental work continues.

**h. Sewer Extension in Technology Park** – GMB has provided 70% design plans for review. Updated construction cost estimates are anticipated soon.

**i. Security System Upgrade** – Design work continues.

**j. Public Parking Lot Lights** – All existing parking lots lights were upgraded to new LED fixtures.

**II. Passenger Activity** – Passenger numbers for the month of January show enplaned passengers at 4223, compared to 3898 in January 2022 or an increase of approximately 8.3%. Load factors increased slightly from 68% to 71% for the same month.

**3. CHAIRMAN'S REPORT:**

**4. PUBLIC COMMENTS:**

**5. AIRPORT COMMISSION COMMENTS:**

**6. NEXT MEETING** - Monday, April 10, 2023 @ 3:00 pm.

**7. ADJOURNMENT**