

AIRPORT MEMO

To: Chester County/G.O. Carlson Airport Tenants
From: Gary L. Hudson, Airport Manager
Date: April 4th, 2014
Subject: Airport Manager's Quarterly Report (1st Quarter), 2014

JANUARY

- * **Door Lock Repaired:** On December 17th, the door locking mechanism on the terminal restaurant's roll-up door was repaired.
- * **Runway Sweeper Repaired:** On December 17th, the Gearbox was replaced. Then on December 23rd, the Boom Drive and Air Blower Pumps were overhauled.
- * **Runway Chemical Delivered:** On December 26th, Sodium Acetate was delivered to the airport. This is a runway deicer that is used to melt ice on the runway pavement.
- * **New Bristles:** On December 26th, new bristles for the Runway Sweeper were delivered and installed.

FEBRUARY

- * **Request for Local Share Funds:** On January 9th, I received a letter from the county Commissioners, informing me that the Authority's local matching grant share money for the South Apron – Phase 6 and Final Land Development Plan (Terminal Area/West Corporate Hangar Expansion – Phase 1) projects, has been appropriated. Hence, on January 13th, I sent a letter to the Commissioners, requesting payment (releasing of funds) of that matching grant share amount.
- * **Runway Sweeper Repaired:** On January 16th, some minor mechanical issues with the runway Sweeper were corrected.
- * **Terminal Building HVAC Units:** On January 17th, Brubaker, Inc. performed Preventive Maintenance on the 2 Heating Ventilation and Air Conditioning (HVAC) units. The technician informed me that the condition of the units were fine.
- * **Snow Plow Vehicle:** On January 23rd, the blades were replaced on the snow plow vehicle.
- * **Drive-thru Gate:** In order to ensure that the main drive-thru gate on Earhart Drive will open and close at the recommended times, on January 20th, a Timer was installed on the drive-thru gate Contoller.

MARCH

- * **Panel Replaced:** On February 3rd, a panel on one of the terminal building HVAC units was replaced.
- * **Ice Storm:** On February 5th, a severe ice storm resulted in the airport losing entire electrical power for approximately 12 hours. Power was finally restored at 5:00 pm.

- * **Automated Weather Observation System (AWOS):** During the airport power failure on February 5th, power was temporarily rerouted to the AWOS using a portable generator.
- * **Airport Generator:** On February 7th, a Block Heater was replaced on the airport generator.
- * **Airport 5010 (State) Inspection:** On February 24th, MQS's annual 5010 Inspection was conducted by PENNDOT-BOA Aviation Specialist Chuck Brewer. Mr. Brewer found the airport to be well maintained and in conformance with Pennsylvania Aviation Regulations. A follow-up letter will be sent to the CCAAA by the BOA, explaining the results of that inspection.
- * **Snow Plow:** The latch and plow frame on the International Snow Plow truck were repaired.
- * **Pay Loader:** The tire chains for the John Deere Pay Loader were rebuilt and re-installed.
- * **Chester County Planning Commission:** On February 28th, I attended a meeting at the Sadsbury Township Municipal Building, to get an update from Randy Waltermeyer (Chester County Planning Commission) on the Airport Road/Rt. 30 Interchange project.
- * **Snow Blower:** The cross-over fuel line on the Snow Blower was repaired.
- * **CCAAA Policy and Procedures Manual:** Still working with Rose Welsh (MidAtlantic Employer Association) and Fred Thompson, on revising the Policy and Procedures Manual.