

AIRPORT MEMO

To: Chester County Area Airport Authority (CCAAA) Members

From: Gary L. Hudson, Airport Manager

Date: July 7th, 2016

Subject: Airport Manager's Quarterly Report (2nd Quarter), 2016

APRIL (hot topics report)

Airfield Light Repaired: On 3/1/16, the Taxiway Foxtrot in pavement light was repaired.

Fred Pryer Conference: On 3/3/16, Airport Maintenance/Safety Supervisor Doug Eadlien, attended a "Basic Supervision" conference in Lancaster, PA. The core objective of the conference was to have its participants learn effective leadership skills to maximize employee performance.

Vehicle Inspection: On 3/9/16, the Ford Explorer received its annual vehicle state inspection. In addition, the front and rear brakes were replaced.

U.S. Census Bureau: On 3/10/16, I completed a voluntary U.S. Census Bureau 2016 Government Units Survey. The survey updates the bureau on the basic characteristics of all county, municipal, township, and special district governments, for the 2017 Census of Governments.

PENNDOT – BOA Publication: On 3/11/16, per the request from PENNDOT – BOA Aviation Specialist Charles Brewer, Mr. Brewer came to the airport to take pictures of MQS's Airport Emergency Response Plan and safety equipment (First Aid Kit, Fire Extinguisher, maybe an Eye Wash, Emergency Numbers, etc.) The purpose of his visit was to get information pertaining to a future publication that will discuss General Aviation airports that have Airport Emergency Response Plans.

Airport Perimeter Fencing Project: On 3/11/16, approximately 1200 ft. of fencing was picked up from Lancaster Airport. The fencing will be used to repair and replace sections of fence on the South side of the airport.

Airport Drive-thru Gates: On 3/15/15, a main support was replaced on the Earhart Drive drive-thru gate, after being hit by a vehicle. In addition, all of the remaining drive-thru gates were serviced (lubricated chains and rebuilt trollies).

Western Chester County Chamber of Commerce (WCCCC): On 3/16/16, the CCAAA paid to have a Quarter page advertisement placed in the WCCCC Directory Publication.

Curb Repair: On 3/24/16, a portion of the terminal building sidewalk curb was repaired. The exposure of road salt and ice melt during snow removal operations caused the curb to deteriorate.

Landscaping: On 3/25/16, landscaping work (mulching) was done around the flower and tree beds at the terminal building and parking lots.

Airport Perimeter Fence Repair Project: This project is still pending.

Taxiway Lights Repair Project: This project is still pending.

Terminal Parking Lot Installation Project: This project is still pending.

MAY (hot topics report)

Terminal Building Windows: On April 6th, the terminal building windows were washed.

Skid Loader: On 4/8/16, the CCAAA's new Skid Loader was delivered. The Skid Loader brand and type is a New Holland L-230.

Trees Removed: On 4/11/16, two dead trees located at the intersection of Aviation Way and Earhart Drive, were cut down, chopped up and removed.

Taxiway Light Repaired: On 4/13/16, the Taxiway Echo in pavement light was repaired.

AWOS Upgraded: On 4/15/16, Stanwyck Avionics, 1) Brought a new computer, which upgraded our Automated Weather and Observation System (AWOS), 2) conducted a Quarterly Inspection of the system and 3) up-loading the AWOS information on MQS's website.

Airfield Sign Replaced: On 4/20/16, the Taxiway Bravo Directional sign was replaced with a newer standardized sign.

Equipment Repaired: On 4/21/16, a starter button was replaced on the Welder.

Severe Winter Storm and Snowstorm Reimbursement: On 4/15/16, I attended the "Applicants Briefing" meeting at the Chester County Public Safety Training campus in Coatesville. The purpose of the meeting was to ensure that all "Applicants" which have applied for reimbursement from the 1/22/16 – 1/24/16 snow event, have properly filled out all of the required forms, which will be submitted to FEMA and the state. On 4/27/16, I attended the "Kickoff" meeting at the Chester County Government Services Center in West Chester. The purpose of this meeting was for "Applicants" to submit all of their required documents to FEMA and the state.

Airport Perimeter Fence Project: On 4/27/16, the rest of the fencing materials were delivered. So this project will start the week of May 2nd.

JUNE (hot topics report)

Automated Weather Observation System (AWOS): On 5/10/16, the Wind Direction/Wind Speed Indicator was replaced on the AWOS. On 5/24/16, the Processing Board, Temperature/Dew Point Probe and an Interface unit were replaced.

Dump Truck: On 5/6/16, a used transmission was replaced on the airport dump truck.

Drive-thru Gate: On 5/12/16, a Loop Detector was replaced on the Aircraft Apron Drive-thru Gate.

Parking Lot Lights: On 5/25/16, a wire that controls the terminal building parking lot lights was repaired.

Wood Chipper: On 6/2/16, the Drive and PTO shafts were replaced.

South Apron Project: On 5/9/16, “Final Acceptance” of this project by the CCAA was received by the contractor. The official opening of the apron will take place on June 7th.

Airport Fence Project: Maintenance personnel are still in the process of installing the temporary fencing until the new permanent fencing can be rolled into place and secured.