

## **DIVISION 7.**

### **AERONAUTICS COMMISSION**

#### **Sec. 2-210. - Purpose**

The purpose of the Jasper County Aeronautics Commission (Aeronautics Commission) shall be to act in an advisory capacity to the Jasper County Council regarding aviation matters, and exercise such powers and authorities as are committed to the Aeronautics Commission pursuant to state law.

#### **Sec. 2-211. - Duties**

- (a) To forward to County Council for each fiscal year ending on June 30th, by April 30 of the following calendar year, a report of the work of the Commission for that fiscal year;
- (b) Make recommendations to the Airport Manager for the airport annual expense and revenue budget for the operation of the Ridgeland – Claude Dean Airport;
- (c) Recommend acquisition by grant, purchase, lease, condemnation or otherwise real property and rights-of-way for airport and aeronautical purposes;
- (d) Review and make recommendations on updates to the airport master plan and/or airport layout plan;
- (e) Recommend matters concerning planning and construction of new airport facilities;
- (f) Recommend plans for the maintenance and future uses of the airport;
- (g) Review with an opportunity to comment on amendments to the Airport Compatibility Overlay District (ACOD) and permit requests for matters within the ACOD;
- (h) Make recommendations on other policy and operational issues.

#### **Sec. 2-212. - Composition**

- (a) The Aeronautics Commission shall be composed of five (5) members appointed by the Jasper County Council. Each Council member shall nominate one (1) person to serve as a commission member to represent the County Council. In the event the nominated person is not appointed by the Council, the Council member shall be entitled to nominate additional persons for consideration.
- (b) The term of office for aeronautics commission members shall be three (3) years, and may serve for a total of two consecutive terms. Notwithstanding the foregoing, in order to provide for a staggering of terms and a continuity of knowledge, two of the five appointments in the initial appointments for 2019 shall be for a term of two years. All terms shall end on December 31. Members shall serve until their successors are appointed and qualified. New



appointments and vacancies for an unexpired term must be filled in the same manner as the original appointment for that seat, with the Council member who made the initial nomination for that membership seat entitled to nominate the replacement.

- (c) No member of the Aeronautics Commission shall hold an elected public office.
- (d) Members of the Aeronautics Commission shall meet the qualifications for appointments as set forth in Section 2-78 of the Code of Ordinances, may be removed by County Council for the reasons as set forth in such Section, and except as specifically provided for within this Division, are subject to the other provisions of Section 2-78.
- (e) The County Administrator, Ridgeland Town Administrator and the Airport Manager shall serve as a non-voting and ex-officio members of the Aeronautics Commission.

#### **Sec. 20-113. - Training**

Within three (3) months of the member's appointment and at such other times as may be required by county council, the member shall attend a training session provided by the county on the topics of meeting procedures, fiduciary duties, airport policy, aviation policy and other responsibilities and duties of a commission member.

#### **Sec. 2-214. - Compensation**

The members of the aeronautics commission shall not receive any compensation for their services. However, members shall be reimbursed or otherwise provided for when attending conferences, training, etc. as may be approved by the county administrator.

#### **Sec. 2-215. - Meetings**

- (a) The aeronautics commission shall meet quarterly, and at other times at the call of the commission chairman or by any two members upon actual notice to each member and posting and notice in accordance with the South Carolina Freedom of Information Act.
- (b) During the 1<sup>st</sup> meeting in January of each year, the membership shall elect from its membership a chairman, vice chairman and secretary. At that meeting, a schedule of regular quarterly meetings will be adopted, including the date for the 1<sup>st</sup> meeting in January of the following year. The names of the officers and a copy of the meeting schedule shall be forwarded to the clerk to council.
- (c) The commission may adopt meeting procedures for the conduct of its meetings which meet the requirements of the South Carolina Freedom of Information Act; unless specific modifications are adopted, the procedures provided for by *Robert's Rules of Order*, latest edition, as adjusted therein for meetings of small boards, shall be used by the commission.



- (d) A member of the commission who misses three (3) consecutive meetings of the commission during the calendar year shall be promptly reported to county council.
- (e) A majority of voting members must be present in person to constitute a quorum and vote on matters; participation and voting by video or telephone is allowed provided such is in accordance with the South Carolina Freedom of Information Act and an in-person quorum is maintained.
- (f) Matters shall be determined by majority vote unless otherwise provided by law.
- (g) The meeting place shall be as provided for by the county administrator.

#### **Sec. 2-116. - Records and Reports**

- (a) The aeronautics commission shall maintain records of its meetings and shall forward copies of the minutes of each meeting to the county council within thirty (30) calendar days of each meeting. The minutes shall reflect the date of the meeting, the members present and the business considered and decided. The commission secretary shall prepare the minutes of each meeting and forward them to the office of the county Clerk to Council for distribution to county council.
- (b) The commission shall timely provide, in addition to the annual report required by Section 2-211 (a), such other reports as requested by county council concerning its activities.

#### **Sec. 2-117. - Freedom of Information**

The Jasper County Aeronautics Commission is a public body within the meaning of Section 30-4-10, et seq., of the Code of Laws of South Carolina of 1976, as amended, also known as the Freedom of Information Act and, as such, is required to provide public notice of its meetings and agendas and to attempt to notify the press thereof as required by the Act.

#### **Sec. 2-118. - Legal Counsel**

In the event the aeronautics commission requires the advice of legal counsel, the commission shall first contact the county administrator to request the legal services of the county attorney. If for any reason, the county attorney is unable to advise or represent the commission, the county attorney shall so advise the commission, county administrator and county council. The county council, upon recommendation by the county administrator, may provide substitute counsel, if deemed necessary by county council.

**Sec. 2- 119 through 2-400. Reserved.**