

**St. Mary's County Regional Airport
Airport Advisory Board Meeting
25 February 2019 Minutes**

DRAFT v1



The February 25, 2019 meeting was commenced at 6:01pm at the St Mary's County Regional Airport Terminal Building.

A quorum was present with the following AAB members in attendance. Robert Lightstone (Tonight's Chair), Ted Klapka (Secretary), Terry Adair, Jim Alexander, Bryan Barthleme, Brian Schroeder and Alternates Craig Nixon and Carrie Kelly. Dept of Public Works & Transportation: Allison Swint (Airport Manager), Gary Whipple. Seven members of the airport businesses and community were present.

The Minutes of the 28 January meeting had been previously approved via email.

There was no report from the Chair.

DPW&T had nothing new to report. In response to a public question, DPW&T indicated they anticipated the Taxiway Project would commence in the April timeframe. No Runway closures are planned before the March AAB Meeting.

FBO Report: Mr. Reed and Mr. Weaver were in attendance and had no report.

Old Business: Airport Rules Update: Ms. Swint had previously provided to the AAB a matrix containing all of the public comment provided to the Commissioners. That information was largely duplicated by public comment sent directly to the AAB and public input provided at last month's meeting. The AAB thanks Ms. Swint for compiling that information so that the AAB has the best possible understanding of the public's input. The AAB reviewed the proposed areas for change (attached) to the Airport Rules, SOP and Minimum Standards (R/SOP/MS). The proposed areas for change were accepted by the AAB without modification.

New Business: It was proposed and accepted by the AAB to form two subcommittees to complete their work on the R/SOP/MS, and to complete the Annual Report. Eric Pratson, Robert Lightstone, Jim Alexander and Ted Klapka will participate on the R/SOP/MS subcommittee, and Carrie Kelly and Craig Nixon volunteered for the Annual Report.

Public Comment: A member of the airport public queried the AAB on their process to complete the Rules, SOP and Minimum Standard (R/SOP/MS) updates, and would there be the possibility of public participation. The AAB responded that the proposed way forward is to take the proposed change areas (previously reviewed that evening, and attached to these minutes) and for the subcommittee to revise the R/SOP/MS documents to reflect the change matrix presented today. Once the subcommittee's new Draft was presented and accepted by the AAB, it would be provided to the airport public to see if there was any new issue(s) with the proposed R/SOP/MS. The AAB would take that Public Input (if any) and determine if the AAB desired any further changes to the R/SOP/MS based on that public input. If so, the documents would be further refined; if not, then the AAB would vote to move the revised Documents to the Commissioners with a recommendation that the County accept the documents. At that point, the responsibility for Rules, SOP and Minimum Standards shifts back to the County. The AAB anticipates the County will post and promulgate the Documents and reopen the Public Comment process and hold a Public Hearing with the Commissioners. The AAB believes that in the absence of significant public comment the Commissioners will vote to accept the updated Rules, SOP and Minimum Standards. However, given the Commissioners statements to date, the AAB believes that if there is fractured public

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position on the proposed documents then the County may obtain the services of a knowledgeable Airport Consultancy company to resolve the areas of contention.

The next Airport Advisory Board meeting will be Monday 25 March at 6pm at the Airport Terminal building. The meeting was adjourned at 6:45pm.

These Minutes were reviewed by Robert Lightstone prior to submission.

Attached to these Minutes are AAB's Proposed Change Matrix and Action Item List.

Submitted,

Approved,

Ted Klapka

Eric Pratson

Secretary

Chairman