

Airport Advisory Committee Meeting
Captain Walter Francis Duke Regional Airport
January 23, 2006

Approved Minutes

I. CALL TO ORDER

Mr. Ned Clarke, Chairman called the meeting to order at 6:02 pm. Other members present were: Korey Smith, Erin Lesko, Bill McNamara, Joseph Mitchell, and Stan Sweikar. Recognizing that there was a quorum, Mr. Clarke noted that the official business could be conducted.

Reminder: According to the Committee Bylaws, "during a period when any unfilled vacancy or vacancies exist on the Committee, the required quorum shall be reduced to one-half of the remaining members rounded to the next highest number." Mr Erichsen also reminded the Committee of the provisions in the bylaws regarding unexcused absences of Committee members.

Others in attendance are reflected on the Sign-In Sheet.

II. MINUTES

Mr. Erichsen said that the minor amendments cited at the last meeting had been incorporated into both sets of minutes as requested. Following review of the draft November and December minutes, a motion was made by Korey Smith and seconded by Bill McNamara to approve the November minutes as presented. The motion passed with a vote of 6-0. A second motion was made by Bill McNamara and seconded by Erin Lesko to approve the December minutes as presented. The motion passed with a vote of 6-0.

III. CHAIRMAN'S REPORT

Mr. Clarke recognized the request to accept an appointment to the Committee extended to Mr. Walt Gillette by the Board of County Commissioners on December 20, 2005 and the respective acceptance by Mr. Gillette on December 22, 2005. Mr. Erichsen advised that Mr. Gillette was on travel this week, but that he had prepared a package for Mr. Gillette for pickup at the Department of Public Works. Mr. Gillette may be reached at 301-757-8538 if any of the Committee members would like to contact him.

Likewise Mr. Clarke recognized the request to accept a re-appointment to the Committee extended to Mr. Joe Mitchell by the Board of County Commissioners on December 20, 2005 and the respective acceptance by Mr. Mitchell on December 23, 2005. Mr. Erichsen advised that both appointments extend through December 31, 2008.

Mr. Clarke suggested that the Committee begin considering discussing elections. As per copy of the approved Bylaws, elections are to be held annually on or before September 30th.

Mr. Clarke opened the floor to the public for open comment and discussion.

IV. PUBLIC COMMENT

Mr. Jacque LaValle suggested that providing directional / airfield signage for transients be expedited. Mr. Erichsen advised that a second addendum to the terminal grant had recently been approved to secure the funding to provide same. In addition, Mr. Erichsen stated that he had provided the Committee with a signage plan and specifications prepared by Delta Airport Consultants. All that is required is the signage content and approval from the FAA, to include the possible interim "black-out" of the terminal sign. Mr. Clarke advised that one of the primary issues in not having moved forward with this initiative was trying to solidify the permanent location for transient aircraft, which has been ongoing. Mr. Clarke agreed to take the lead on this matter.

Mr. Terry Adair stated that the PAPI's and the REIL's on the Runway 11 end still seem too bright. He suggested that the intensity be evaluated and adjusted or that shields be added. Another solution could be changing the microphone activation sequencing. Mr. Erichsen advised that he would have the consultant evaluate both next time they fly into the airport.

Mr. Bob Hanson stated that the proximity key card system is working wonderfully. Mr. Erichsen stated that the contact entity for this remains AirTec, with authority from the Airport Manager. Mr. Bob Hanson and Jacque LaValle also volunteered to develop an informal subcommittee to discuss promotion of the Airport.

Although the ADSB is currently activated, there are not many aircraft that are equipped with the data link and display since it costs approximately \$11,000 per unit. Mr. Bildman advised that his King Air would be equipped in the near future with the capability and that his business received funding from the Department of Defense. He agreed to present an evaluation of the system at a future meeting.

V. DIRECTOR OF PUBLIC WORKS & TRANSPORTATION REPORTS

Mr. Erichsen introduced Mr. Gary Whipple, P.E. as the new Supervisor of Engineering Services who currently heads the County's current facility and building construction projects. He has a strong interest in the Airport and will start to become more involved with the facility once the Environmental Assessment is completed.

Mr. Erichsen provided the Committee with a copy of the Board of County Commissioners December 13, 2005 letter to the Federal Aviation Administration regarding their support of the Committees' request to change the airport name, include the grounds communications outlet frequency, AWOS frequency and phone number, and glider operations symbol on Airport Facilities Directory and Sectional Charts.

Mr. Erichsen advised that the draft final Environmental Assessment had been completed and was forwarded to Federal Aviation Administration's Washington Airport District Office on January 20, 2006 for review and approval. All comments received to date (ie. from the County, Maryland Department of the Environment, etc.) have been addressed. It is anticipated that the final public meeting / hearing will be in the April / May 2006 timeframe and might suggest the date coincide with an Advisory Committee meeting as was done during the first public meeting on the Assessment.

Mr. Erichsen shared an email from Mr. Ashish Solanki regarding the Federal Aviation Administration's announcement of ADIZ / FRZ Training for pilots flying in or through the restricted areas. To take the training course, users have to register on www.faasafety.gov and the FAA requested we pass this information on to tenants and based pilots. Mr. Ken Studt said that he would place a notice on his AOPA website. Mr. Studt also suggested that

once a certificate is obtained to print it out and keep it in your aircraft to prove you have taken the course.

Mr. Erichsen discussed the recent idea of having an air fair at the airport and suggested the Wings and Wheels concept discussed at the prior Advisory Committee meeting be considered. The event could be coordinated with the Yong Eagles event or EAA Experimental / AOPA Fly-In events and could include an antique car show. The event could be coordinated with the County Department of Economic and Community Development and Chamber of Commerce. Mr. Ken Studt and Bob Hanson agreed to perform preliminary discussions with the Experimental Aircraft Association and Civil Air Patrol.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Bildman provided the Committee with a written proposal to consolidate all the leases from various entities that he is party to into one revised lease and operating agreement. The entities include S.M. Hangars Inc., St. Mary's Hangar Association Inc., and Airport Properties, Inc. Part of the proposal includes the removal and rebuilding of an existing T Hangar Site, fix the rent subject to an annual CPI increase, extends existing terms of various leases to a single termination date, and would provide some modest additional revenue. Mr. Erichsen advised that the proposal would be reviewed in accordance with the approved Development Review Procedures which would require staff to report back to the Committee at the next regularly scheduled meeting. Once the Committee reviewed the recommendations, comments and/or concurrence would go through the normal County lease review process. The Committee members requested Mr. Erichsen forward the package to the County Attorney for simultaneous review, if possible. The main purpose of the request for parallel review is the recent departure announcement of both the County Attorney and his Assistant

Mr. Pat Weaver reported that the new three unit t-hangar building was installed with SMECO work to be completed this week, an MDIA final inspection later in the week, and a temporary Use and Occupancy permit the following week.

Mr. Bildman announced that there is approximately \$1,500 in outstanding rent owed to the County. He would be forwarding letters to those individuals and allow them an additional thirty (30) days to remedy monies owed. If there is no response, the matter will be turned over for collections with the County.

As a result of the new Operating Agreement with the County, Mr. Bildman also stated that the paved tie-down spots have been designated by paint markings that coincide with the County's Tie-Down Identification Plan which numbers the spaces by the respective ramp areas. Also, a more accurate Log of transient customers is now also in place for better accounting of visitors and fees. Approximately ninety-five percent of the proximity cards have been distributed which has also reduced traffic on the ramp areas by about two-thirds.

VII. NEW/OLD BUSINESS

The next meeting will be held on February 27, 2006 at 6:00 p.m., at the County Airport in the Terminal Building Conference Room. The meetings are normally held on the 4th Monday of the month.

A dedication ceremony for the terminal building may be scheduled for June 6, 2006 which marks the anniversary of Captain Walter F. Duke's Missing In Action status. The Board of County Commissioners concurred with this during the presentation of the Committees Annual Report. The Public Informational Officer is to be the lead and Commissioner Mattingly will remain the Board's primary point of contact with the family and for possible display of

memorabilia etc. Mr. Erichsen also advised that the dedication plaque language recommended by the Committee was also reviewed and approved by the Board of County Commissioners with minor editorial comment.

Mr. Joe Mitchell advised that the real estate disclosure issue discussed at previous meetings might be best addressed through the normal legislative process. Typically in the September / October timeframe opportunity to provide possible legislative language is provided and requests are forwarded to the County Commissioners for possible support and presentation to the Delegation. Mr. Mitchell stated that he would draft language to support the disclosure provisions to purchasers of property near the airport who should be aware of the airport operations, flight patterns, possible nuisance and noise issues etc. Mr. Erichsen also advised that the language might want to include disclosure for solid waste facilities such as landfills that attract birds and that have other operational issues that can impact a property owner.

Mr. Clarke advised that he would remain the lead on the vertical guidance capability and GPS 11 approach with the PRNAS Air Operations Chief as well as the update to the LOA.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Clarke recommended the meeting be adjourned. Hearing no objections, the meeting was adjourned at approximately 7:18 p.m.

Respectfully submitted,

Approved,

George A. Erichsen, P.E.
Recording Secretary

Ned Clarke
Chairman