

Airport Advisory Committee Meeting
St. Mary's County Regional Airport
December 17, 2007

Approved Minutes

I. CALL TO ORDER

Mr. Bill McNamara, Chairman, called the meeting to order at 6:00 PM. Korey Smith, Joe Mitchell, Ned Clarke and Rich Richardson were members also present. Recognizing that a quorum was present, Mr. McNamara noted that official business could be conducted. Others in attendance are reflected on the Sign-In Sheet.

II. MINUTES

The Committee reviewed the draft October 22, 2007 minutes. The committee noted a typo needing correction, and Joe Mitchell moved to accept the minutes as corrected. Joe Mitchell seconded the motion which passed by a vote of 5-0. The approved minutes for September 2007 have been posted to the County website.

III. CHAIRMAN'S REPORT

Mr. McNamara reiterated that his term as Airport Advisory Committee member is due to expire on December 31, 2007, along with the term of Mr. Korey Smith. The County ordinance governing citizen advisory boards limits membership to two consecutive three-year terms. The committee decided at the October 2007 meeting to submit a petition to the Board of County Commissioners to request that the ordinance be waived so that Mr. McNamara and Mr. Smith could continue for another year. However, the County Commissioners appointed two new members before receiving the committee's petition. Mr. Whipple noted that his extended absence due to military leave during the committee membership process may have played a role in the petition's late receipt. Joe Mitchell expressed the committee's appreciation for their service and encouraged them to remain active in the affairs of the airport.

Mr. McNamara noted that the two new members for Calendar Year 2008 will be Mr. James Davis and Mr. Randy Willis. The County received several applications for committee membership.

IV. PUBLIC COMMENT

Mr. McNamara opened the floor for discussion and comment. Ken Studt mentioned to the committee that development continues around Wildewood, especially to the west in the vicinity of the new school location. He also provided some context for the airport development schedule, noting that it took thirteen years for Charles County to construct a cross runway. The public in attendance also noted that the Harrier resident at the airport had conducted its initial flight, which received coverage in some local media outlets. The committee was concerned about the Harrier's impact to the runway, and Rich Richardson indicated that a Harrier can perform a rolling take-off with the thrust vector fully parallel to the deck. Ned Clarke mentioned that local expertise is available to ensure that all Harrier operations are conducted in an appropriate manner.

V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. Gary Whipple represented the Department of Public Works and Transportation. He stated that the Department submitted an inquiry to the Maryland Department of the

Environment, Non-Tidal Wetlands Division, for the Phase I wetlands permit. MDE had requested additional information concerning the proposed grading and drainage of the wetlands area west of Lawrence Hayden Road, to which the Department had responded in October 2007. MDE indicated that senior staff would be meeting on October 25, 2007 to finalize the permit, but the meeting never happened and has yet to be rescheduled.

In anticipation of the permit, the County received two proposals for the wetlands mitigation work on August 31, 2007. The FAA agrees that FY08 entitlement funds can be used to cover the difference between the low bid and the current grant amount. The Low Bidder has agreed to extend pricing and award the first two phases of the work (land surveying, preliminary design, and Phase II permitting).

Mr. Whipple reported that an acceptable bid was received on October 31, 2007 for the transient sign package for sign materials only. The County forwarded a purchase request to the vendor and will provide the delivery date when received. The signs will be installed under a separate procurement.

Mr. Whipple stated that the Consultant Services contract was advertised with proposals due January 18, 2008. He also reported on the development review cycle for November 2007, noting that three proposed development were within the Airport Environs (A/E) zoning overlay. The proposed developments do not have an impact on the airport or its planned development.

Finally, Mr. Whipple noted that the FAA's 2007 annual inspection of the Automated Weather Observation System (AWOS) indicated no technical or administrative deficiencies.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Steve Bildman reported that the Notice to Airmen (NOTAM) which was filed for the Precision Approach Path Indicator (PAPI) lights for R/W 11 will be cancelled now that the parts have been received and the lights are back in order. Mr. Bildman reported that an Airtec employee was terminated for second degree arson and theft. Security cameras were key in collecting evidence.

VII. NEW/OLD BUSINESS

The next meeting is scheduled for Monday, January 28, 2008 beginning at 6:00 PM in the Walter F. Duke Terminal Building Conference Room. A new business item is the establishment of a subcommittee to oversee revisions to the Airport Emergency Plan based upon assessments of the September 2007 exercise.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Richardson moved to adjourn the meeting. Mr. Mitchell seconded the motion, which passed by a vote of 5-0. The meeting was adjourned at approximately 7:15 PM.

Respectfully submitted,

Approved,

Gary B. Whipple, P.E.
Recording Secretary

Joe Mitchell,
Vice Chairman