

Airport Advisory Committee Meeting
Captain Walter Francis Duke Regional Airport
February 28, 2005

Approved Minutes

I. CALL TO ORDER

Mr. Ned Clarke, Chairman, called the meeting to order at 6:02 p.m. Other members present were: Korey Smith, Bill McNamara, and John Stober Jr., Stan Sweikar, and Erin Lesko. 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."

Recognizing the guest speaker, Mr. Jim Swift of the Department of Natural Resources Conservation Division, the Chairman requested a modification to the agenda that would allow a Bird Aircraft Strike Hazard (BASH) Reduction Program presentation to proceed prior to normal Committee business. Committee members were in agreement and the corresponding discussion is shown in Section VII below).

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

II. MINUTES

Following review of the draft November minutes, Korey Smith motioned "to approve the October minutes as presented". The motion was seconded by Mr. Sweikar and passed with a vote of 6-0. Mr. Erichsen pointed out that all approved minutes are posted on the website as they are approved by the Committee.

III. CHAIRMAN'S REPORT

Mr. Clarke noted that the airport revenues between the periods of July 1, 2004 and January 30, 2005 were \$36,443.

Mr. Clarke advised that the Board of County Commissioners had accepted the Committee's recommendation to re-appoint both himself and Mr. McNamara. In addition, elections for both Chairman and Vice Chairman needed to be performed this evening in accordance with the approved Bylaws. Mr. Clarke was nominated for position of Chairman by Mr. Smith. Mr. Clarke accepted the nomination. The motion was seconded by Mr. Stober Jr. and passed with a vote of 5-0, with Mr. Clarke abstaining. Mr. Smith was nominated for the position of Vice Chairman by Mr. Clarke. Mr. Smith accepted the nomination. The motion was seconded by Mr. Sweikar and passed with a vote of 5-0, with Mr. Smith abstaining.

Mr. Ned Clarke advised the Committee that on February 8, 2005 the Board of County Commissioners requested an Annual Report Update. Mr. Clarke provided an overview of the management, operations, development, maintenance, and safety issues that have been addressed and/or discussed by the Committee during the past year. In particular, the renaming of the airport to either St. Mary's or St. Mary's Regional as well as a re-dedication of the Terminal Building in the name of Captain Walter F. Duke. Mr. Erichsen advised that the details of the presentation would be included in the 2004 draft Annual Report for review by the Committee. In addition, Mr. Clarke expressed his thanks and recognition to Building

Services, Recreation & Parks, County Highways and the entire Advisory Committee for their support during the past year.

With respect to the AWOS commissioning by the Federal Aviation Administration, Mr. Clarke advised that a re-inspection had been scheduled for March 8, 2005 and includes a VHF License renewal by the FCC. Mr. Clarke advised that in conjunction with the AWOS, that Viasala would be performing a wind study at the Airport to ensure that the AWOS wind report is accurate. This activity will require a temporary weather station for a 3-4 week period and the consultant has been working with AirTec and the County for a suitable location.

Mr. Clarke discussed the January 11, 2005 correspondence in which Mr. Erichsen forwarded an executed copy of the Installation Agreement between FAA Safe Flight – 21 and the Captain W.F. Duke Regional Airport. The installation agreement includes an Automatic Surveillance Broadcast (ADS-B) and a Ground Broadcast Transceiver (GBT) which will be located in the County's blue hangar building occupied by Piedmont Flight Center. Mr. Erichsen reminded the members of the system's ability to retrieve real time weather and air traffic information in the cockpit. The SF-21 information has also been posted on the County's website.

Mr. Clarke advised that a February 4, 2005 e-mail from Rust Lowry indicated that the University of Tennessee and Space Institute (UTSI) would be conducting a flight testing short course with classroom lectures at the Higher Education Center and flight ops at the County Airport. The Navy Test Pilot School will be providing the classroom instruction and the flights would be unobtrusive and will involve normal general aviation aircraft only. The Committee members voiced support for the partnership, but no motions were made.

IV. PUBLIC COMMENT

Mr. Dave Zorychta and Bernard Wilder advised that they wished to conduct an EAA Young Eagles Fly-In and pancake breakfast similar to those held in prior years. They advised that they would need the terminal ramp area cleared of planes during the event. In addition, the American Association of American Artists has requested attendance and would be available to draw unique/unusual aircraft. Mr. Erichsen suggested that they contact Bill Scarfia of the Chamber of Commerce to obtain additional promotional assistance and to forward any information to his Department so that Press Releases could be generated by the County as well.

Terry Adair noted that during the inclement weather events that the red light bars at the end of the runway were obscured by windrows of snow. Mr. Erichsen indicated that this appeared to be an isolated incident, but would take the comment under advisement and ensure that the snow removal operational plan addressed same.

Mr. Ken Studt thanked the Department of Public Works & Transportation for sweeping the apron areas and indicated it was needed once again. Mr. Erichsen advised that he would place the apron areas on a routine schedule.

Mr. Steve Bildman suggested that the transient aircraft be relocated back to the terminal building ramp area. Mr. Erichsen advised that the main reason they were relocated previously was at Mr. Bildman's suggestion because transients typically prefer to be tied down at or near facilities such as gas, restrooms, payphones, and food of which, three exist in the current transient tie-down location. Mr. Bildman also suggested that the County purchase some temporary tie-downs for use in grass areas and that he could offer one of his line employees to assist in the management of same up to 7 days a week. Mr. Erichsen suggested Mr. Bildman buy the tie-downs and provide the management in exchange for possible reduced

compensation in his monthly lease payment via negotiations contained in a written proposal to the Airport Manager. Mr. Bildman agreed to submit a proposal in the future.

V. DIRECTOR OF PUBLIC WORKS & TRANSPORTATION REPORTS

Mr. Erichsen, advised that the new terminal building leases were signed by the Board of County Commissioners on February 8, 2005 as recommended by the Advisory Committee. The respective Building Permits for construction had been obtained by local contractor Wayne Davis and occupation is anticipated in March 2005.

Mr. Erichsen distributed copies of the Grant Agreement Addendum as approved by the Maryland Aviation Administration (MAA). Based on the January 18 and February 16 , 2005 correspondences from the MAA, the REIL replacement, , tie-down replacement program, and ramp area crack sealing were approved. The corresponding local Capital Improvement Program worksheet will be provided at the next Committee meeting reflecting the \$270,000 available State monies that require a 20% local match. In addition, Mr. Erichsen advised that the security camera upgrades were approved for Homeland Security funding thanks to the assistance from Mr. Tim Bennet of the County's Department of Public Safety.

Mr. Erichsen indicated that via a December 15, 2004 memorandum to the Risk Manager that the ACE USA general liability insurance coverage for the airport was due for renewal and would expire on March 15, 2005. Coverage from the vendor is expected to be renewed.

From an advisory standpoint, Mr. Erichsen stated that he had been working with the Pax River NAS who conducted a Force Protection Exercise on February 16, 2005.

Mr. Erichsen provided the Committee with Delta Airport Consultants February 8, 2005 response to the Committee's questions on the Economic Impact Report. Mr. Erichsen advised that the additional text changes and responses were for the Committee's review and any comment should be brought back to the next meeting. AT that time, he would direct the consultant to finalize the report. It was the general consensus that Mr. Mitchell 's comments be received.

From an airfield development standpoint, Mr. Erichsen advised that the Office of the Sheriff may be interested in pursuing the installation of a firing range on airport property. The location could be near the ultimate location for the Maryland State Police Trooper 7 relocation and may also include a building to house recently acquired Emergency Response equipment by the County. Should the proposal materialize, the Committee would have an integral part of any recommendations as a part of the adopted Development Review Procedures.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Steve Bildman reported that twelve T-hangars were completed and have a temporary Use and Occupancy Permit. He expects that 16 additional T and box units will become available in the Spring.

All other items were discussed under the Public Comment portion of the meeting.

VII. NEW/OLD BUSINESS

Mr. Jim Swift of the Department of Natural Resources Conservation Division, provided an overview of the Bird Aircraft Strike Hazard (BASH) Reduction Program utilized on the base. Wildlife hazards include whitetail deer, fox, geese, gulls, starlings and blackbirds. The respective handout was distributed and the presentation highlights included the following: 80% of the bird strikes are below 1000'; there are there basic ways to mitigate wildlife-

passive, static, and active; passive measures may include keeping grass at 7-14 inches in height; static measures may include the use of fake owls and rubber snakes, but have proven ineffective unless relocated often; other passive measures include keeping dumpsters clean and patching all openings in hangar buildings; active measures include physical removal, pyrotechnics, bioacoustics etc; of these measures, the use of dogs is perhaps the best at making wildlife "uncomfortable". Free Wildlife Assessments can be obtained by contacting Ken Sullivan at the USDA at 877-463-6497 or 410-349-8055.

The next regularly scheduled meeting is December 27, 2004 and Mr. Mitchell motioned that, due to the holidays, that the meeting be deferred. The motion was seconded by Mr. McNamara and passed with a vote of 4-0. After discussion of the main agenda items no additional comments were noted.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Smith recommended the meeting be adjourned and the motion was seconded by Ms. Lesko and passed with a vote of 6-0. The meeting ended at approximately 7:24 p.m. The next meeting will be held on April 28, 2005 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.

Respectfully submitted,

Approved,

George A. Erichsen, P.E.
Recording Secretary

Ned Clarke
Chairman