

Airport Advisory Committee Meeting
St. Mary's County Regional Airport
May 14, 2007

Approved Minutes

I. CALL TO ORDER

Mr. Bill McNamara, Chairman, called the meeting to order at 6:00 PM. Other members present were: Korey Smith, Erin Lesko, Skip Shepherd, Ned Clarke and Joe Mitchell. 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 April 2, 2007 minutes. Joe Mitchell moved to approve the April minutes as drafted. Korey Smith seconded the motion, which passed by a vote of 6-0. The approved minutes for April have been posted to the County website.

III. CHAIRMAN'S REPORT

Mr. McNamara began his Chairman's Report by reviewing the meeting agenda. He then noted that the spring 2007 semi-annual Airfield Inspection was scheduled for the following Saturday, May 19, 2007, beginning at 9:00 AM. All committee members are invited to participate. Mr. Bildman will be present to facilitate the inspection.

Mr. McNamara stated that the Airport Crash & Rescue Drill planning is nearing completion after two meetings with the Hollywood Volunteer Fire Department and the Department of Public Safety on April 10 and April 20, 2007. The second preliminary draft, dated April 26, 2007, was included as a handout in the meeting materials. The committee decided to establish Saturday, August 25, 2007 as the date for the exercise.

IV. PUBLIC COMMENT

Mr. McNamara opened the floor for discussion about the exercise planning. Mr. Thomas Mattingly, Jr., from the Department of Public Safety, indicated that the draft scenario has been forwarded to the department's consultant for evaluation. The consultant will assist the County in evaluating the effectiveness of the exercise. Mr. Mattingly also stated that the Emergency Operations Center (EOC) will be partially mobilized during the exercise.

Mr. Whipple stated that he has reserved an eight passenger van from the Transportation Division to act as the aircraft fuselage during the exercise. The committee discussed the suitability of the van as an appropriate training mock-up for a general aviation fuselage. The committee considered the use of a salvaged STS bus in lieu of a van since the STS bus would have a center aisle and could be cut into during extraction training. It was noted that the STS frame would be steel, unlike an aircraft's aluminum frame. Secondly, the STS bus would approximate an airframe larger than any aircraft that would be encountered at the airport. The committee decided that a passenger van would be better suited than an STS bus.

Mr. Mitchell inquired as to whether salvage yards had been investigated as a source for an actual aircraft fuselage. Mr. Ned Clarke noted that salvage yards could have such a fuselage available for sale, but that the cost of obtaining and transporting such an item could be significant. Additionally, if an aluminum fuselage were used in an exercise that involved fire training, the heat of the fire would render the fuselage unusable for any further training.

events. Mr. David Webster of the Civil Air Patrol stated that the Army is retiring King Air fuselages in the near future (the King Air being the twin engine airframe used in the exercise).

Mr. Clarke submitted for the record a suggestion to obtain a scrap 1,000 gallon underground steel storage tank for future use after this year's exercise. The steel tank would be similar in diameter to a twin engine aircraft, and the steel tank could be modified by welding to include flooring and seats to more closely resemble an aircraft. The steel tank could be ignited for fire training purposes.

Mr. Ned Clarke pointed out that the pavement section in the hangar area should be inspected to ensure that heavy equipment from the fire department does not damage the asphalt. Also, Mr. Whipple is to pass the finalized scenario to the Hollywood Fire Department and notify the Public Information Office about the date of the exercise.

V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. Gary Whipple represented the Department of Public Works and Transportation. He stated that the Experimental Aircraft Association's Young Eagles rally was held at the airport on Saturday, May 5, 2007. Mr. David Webster of the Civil Air Patrol was in attendance and reported that eight aircraft were involved with the event wrapping up around 12:30 PM. He also indicated that Gary Whipple should contact the EAA representative since that organization was interested in holding another event in three months.

Gary Whipple handed out the FY2007 Revenue Reconciliation Report indicating the revenue generated at the airport to date. The projection for the fiscal year remains \$60,000.

Gary Whipple also reported on the wetlands mitigation project to construct wetlands at the St. Clements Shores Wastewater Treatment Plant owned by the Metropolitan Commission. The Board of Directors for METCOM has approved the request to use their property for wetlands mitigation purposes per their letter to Delta Airport Consultants, Inc dated April 23, 2007 included in the handouts. Mr. Whipple also attended the Maryland Department of the Environment (MDE) and Army Corps of Engineers (ACoE) Joint Permit Evaluation meeting on April 25, 2007. The County and Delta Airport Consultants briefed both organizations on the non-tidal wetland impacts of the airport expansion and the plan to provide mitigation off-site. Both MDE and ACoE were supportive of the overall plan.

Gary Whipple noted that the County received FAA approval of the transient signage package on May 8, 2007 per the letter included in the handouts. The Request for Proposals for the work is in draft, and the County is working to identify the capital funding to accomplish this work.

The Department has drafted a response to the Navy's draft of the Letter of Authorization between the Naval Air Station and the airport. The draft, as included in the handout, seeks to clarify the northwest boundary of the restricted area (R-4007) associated with the Naval Air Station. The current LoA excludes an area of 1.5 miles in radius from the eastern end of the airport from the restricted area, however, the exhibit in the recent draft from the Navy did not include this exception. The committee wants to ensure that this apparent increase in restricted area does not adversely impact airport operations.

Gary Whipple handed out the final version of the 2006 Annual Report. After cursory review, Mr. Joe Mitchell asked that the version sent to the Board of County Commissioners be reviewed to clarify the use of any airport-related acronyms that may not be familiar to the general public. Gary Whipple agreed to conduct this review and make any necessary changes to improve the document. Having so stated, Ned Clarke moved that the 2006 Annual Report be adopted as amended. Bill McNamara seconded the motion which passed by a vote of 6-0.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Steve Bildman reported that the depression in the T-hangar area pavement was addressed since the April 2, 2007 meeting. The work was done in conjunction with the current hangar construction. He also stated that several tie down ropes have been replaced since the winter. The steel for the new building is scheduled for delivery on June 8, 2007, and the foundation and paving work is complete. On Friday, May 11, 2007, the back gate failed at approximately 3:00 PM, which was the first failure in six weeks. Mr. Bildman also noted that grass cutting has yet to commence on the airfield. He has also received two recent inquiries about the airfield signage and would like to see that project proceed expeditiously. Mr. Bildman also requested a vacuum truck for the apron area to clean debris. He also recommended that all Airport Advisory Committee members receive access keys to the airport. Woodland's Grill is interested in opening a food service operation in the Terminal Building, so Mr. Bildman requested a copy of the draft lease. Commuters using the MTA Park & Ride are blocking the gate on the east of the Terminal Building, so the area should be posted and the MTA notified.

VII. NEW/OLD BUSINESS

The next regularly scheduled meeting will be June 25, 2007 at the County Airport in the Walter F. Duke Terminal Building Conference Room, starting at 6:00 PM.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. McNamara moved to adjourn the meeting. Ned Clarke seconded the motion, which passed by a vote of 6-0. The meeting was adjourned at 7:25 PM.

Respectfully submitted,

Approved,

Gary B. Whipple, P.E.
Recording Secretary

Bill McNamara,
Chairman