

Airport Advisory Committee Meeting  
St. Mary's County Regional Airport  
June 16, 2008

***Approved Minutes***

**I. CALL TO ORDER**

Mr. Joe Mitchell, Vice Chairman, called the meeting to order at 6:00 PM. Committee members Ned Clarke, Skip Shephard, and Randy Willis were also present. Rich Richardson and Jim Davis were excused. Since a quorum was present, official business could be conducted. Others in attendance are reflected on the Sign-In Sheet.

**II. MINUTES**

The Committee reviewed the draft minutes from the April 28th meeting. Ned Clarke moved and Skip Shephard seconded a motion to approve the April minutes as drafted. The motion passed by a vote of 4-0.

**III. CHAIRMAN'S REPORT**

Mr. Mitchell and Mr. Gary Whipple reported on the June 14, 2008 Young Eagles Rally sponsored by the Experimental Aircraft Association (EAA) and the St. Mary's County Regional Airport. The weather was favorable, and approximately 57 children ages 8 -17 received a free airplane ride.

The Board of County Commissioners will be filling the existing vacancy on the committee during the month of June, and the announcement will be made in July before the next scheduled meeting.

Mr. Bill Rhinehardt reported that fuel was missing from his aircraft recently, and he reported the discrepancy to the Office of the Sheriff. With the price of aviation fuel rising, pilots are encouraged to be on the look out for suspicious behavior. Our active Airport Watch program should help deter any such behavior.

**IV. PUBLIC COMMENT**

Mr. Mitchell then opened the floor to public comment, of which there was none. However, the Committee took the opportunity to publicly thank Mr. Whipple for all his hard work and dedication to the Committee-wishing him a safe return from his second tour of duty overseas.

**V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT**

Mr. Gary Whipple represented the Department of Public Works and Transportation. He reported that the Maryland Aviation Administration conducted their annual airport safety inspection on Monday, April 14, 2008. The airport passed the inspection and will receive the renewed operating permit by April 30<sup>th</sup>. The MAA inspector also provided spare wind socks for the maintenance program.

Mr. Whipple mentioned that the Transportation Safety Administration (TSA) recently visited the Department of Public Works and Transportation to discuss new programs to fund security projects. Mr. Whipple also stated that the vendor has installed most of the concrete bases for the temporary directional signs. The committee will be updated on the progress of the work.

Mr. Whipple also reported on the development review cycle for June 2008, noting that there was no development within the Airport Environs (A/E) zoning overlay.

Mr. Whipple also reported that the Federal Aviation Administration (FAA) has issued a Determination of No Hazard to Air Navigation for the Wildewood Water Tank project. A copy of the determination was given to the committee in the materials for the meeting.

Mr. Whipple also mentioned that the 2008 Maryland Regional Aviation Conference is scheduled for September 10 -12, 2008 at the Frederick Municipal Airport. The event is sponsored by the Maryland Airport Manager Association, the Frederick Municipal Airport, and the Maryland Aviation Administration. Questions can be addressed to Sean Hammer at (301) 864-5844 or [www.marylandairportmanagers.org](http://www.marylandairportmanagers.org).

Mr. Whipple reported that Sikorsky is planning a promotional event in September 2008 at the airport. Sikorsky and the Chamber of Commerce have already had a preliminary meeting with the Department to discuss the logistics. Sikorsky will be submitting a Special Events permit to cover the activity as they will be flying in a rotary wing aircraft.

#### **VI. FBO AND LEASEHOLDER REPORTS**

Mr. Bildman was not present.

Mr. Clarke reported that Gate #3 stays partially open on a fairly frequent basis and asked for follow up with the FBO and the Building Services Division.

#### **VII. NEW/OLD BUSINESS**

The next scheduled meeting is July 28, 2008. The meeting begins at 6:00 PM in the Walter F. Duke Terminal Building Conference Room. Ned Clarke moved and Skip Shephard seconded a motion to combine the November and December meeting on December 8, 2008. The motion passed by a vote of 4-0.

#### **VIII. ADJOURNMENT**

Having heard no additional comments, Mr. Mitchell indicated that the agenda for the meeting was complete. Mr. Ned Clarke moved, and Mr. Skip Shephard seconded, a motion to adjourn the meeting. The motion passed by a vote of 4-0, and the meeting was adjourned at approximately 6:55 PM.

Respectfully submitted,

Approved,

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Gary B. Whipple, P.E.  
Recording Secretary

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Jim Davis, P.E.  
Chairman