

Airport Advisory Committee Meeting
St. Mary's County Regional Airport
July 24, 2006

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, Ned Clarke, Stan Sweikar, Erin Lesko 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 June minutes. Joe Mitchell moved and Korey Smith seconded a motion to approve the June minutes as amended. The motion passed with a vote of 6-0. The approved minutes for May are posted to the County website.

III. CHAIRMAN'S REPORT

Mr. McNamara provided an update to the official name change of the airport to "St. Mary's County Regional Airport", noting that the change had been approved by the FAA and entered into the Airport Facilities Directory (AFD) on May 26, 2006.

Mr. McNamara also noted that the finalized Environmental Assessment (EA) was forwarded to the FAA on June 16, 2006, and that the FAA approved the EA on June 28, 2006. The County completed the required public notice for the Finding of No Significant Impact (FONSI) by posting the FAA notice to be run in both the ***St. Mary's Today*** (7/23/06 and 7/30/06) and ***The Enterprise*** (7/21/06 and 7/26/06). Additionally, the County provided the public copies of both the EA and the FONSI at the public libraries.

Mr. McNamara noted that the handouts for the meeting include Chapter 43 of the County's Comprehensive Zoning Ordinance, which addresses both the NAS Pax River Air Installations Compatible Use Zone (AICUZ) and the Airport Environs (AE) Overlay for the airport. The handout was provided to complete the zoning information provided at the April meeting. The committee held a general discussion about the need to ensure that the zoning requirements are monitored during the development review process. The committee also discussed the possibility of forming a sub-committee to development recommendations to the County Commissioners for their annual state legislative input concerning the airport.

Mr. McNamara also noted that the airfield signage package had been reviewed by the committee during the April semi-annual walkthrough and that the package would be provided to the County for FAA approval and procurement after the meeting.

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

IV. PUBLIC COMMENT

A 24-lot subdivision was approved near Brown Road and Route 4. Additionally, a three-story building is being constructed across Rt. 235 in the location of three recently demolished residential structures. Public Works and Transportation will provide more information at the next meeting during the discussion concerning development review.

The tampering with the upper gate, as reported at the June 2006 meeting, was discussed. The current signs posting the regulations for the gate will be reviewed for adequacy. Additionally, the security camera monitoring the gate will be adjusted to ensure that adequate coverage is provided for both ingress and egress. Access records can also be reviewed to further narrow the list of possible violators.

The public requested that the Department of Public Works and Transportation ensure that the re-imbursement of the previously acquired airport property and the end of R/W 11 be dedicated back to airport use.

V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. Gary Whipple represented the Department. Mr. Whipple advised the Airport Advisory Committee and the public in attendance about the FAA proposed rule requiring Mandatory Special Awareness Training as posted in the Federal Register, Vol. 71, No. 128 of July 5, 2006. The proposed rules require special awareness training for any person flying under visual flight rules (VFR) within 100 nautical miles of the Washington, DC VHF omnidirectional range/distance measuring equipment. The FAA will require compliance within 180 days from publication of the final rule. According to the GAO, general aviation aircraft pilots accounted for 88% of all violations of restricted airspace between 9/12/01 and 12/31/04. The online training is free of charge and available at the FAA Safety Web Site through "Online Courses: <http://www.faasafety.gov>. Upon completion of the web-based training, the Certificate of Training Completion can be printed out for the record and to document compliance. Comments on the proposed rule are due by September 5, 2006. Full copies of the proposed rule were made available at the meeting.

Mr. Whipple provided a brief summary of the April Airfield walkthrough, noting that; 1) the low wood post and cable fencing at the vehicle entry way was removed, 2) the damaged sign on Taxiway B was replaced, 3) the R/W 11 Visual Approach Slope Indicator (VASI) light was corrected by replacing a photocell, 4) the segmented circle was repainted and several wood supports replaced, 5) clearing around the AWOS was completed, and 6) the unauthorized dumping near the T-Hangar area was removed and the area sufficiently posted. Further progress on the noted conditions will be provided at subsequent meetings.

Mr. Whipple reported that the County Hangar was recently painted.

Mr. Whipple also provided a status update concerning the land acquisition reimbursement for the parcels off R/W 11. The County Attorney's office has been in contact with both Delta Airport Consultants and the FAA concerning the required documentation and proper process for establishing this reimbursement.

Mr. Whipple also reported that the Engineering Agreement / Project Application for Wetlands, Phase II has been reviewed by the County and comments returned to Delta Airport Consultants. The amended agreement will be forwarded to the FAA for funding. The agreement covers the Forest Stand Delineation and Forest Conservation Plan required to complete the next steps in the environmental planning and design of the airport expansion.

Mr. Whipple noted that a sole source justification for the AWOS maintenance contract was forwarded to the Procurement Office in order to retain Vaisala's services for this system. The maintenance contract will be an annual contract for monitoring and inspection services with the option for extensions based upon satisfactory performance. Vaisala is currently the only provider of AviMet Data Link (NADIN) service in the country, which gives them the unique capability to proactively monitor the status of the AWOS system and respond quickly to any maintenance problems. Vaisala is also working with Mr. Bray Besse of URF and the County's IT Department to connect the AWOS system to the FAA's automatic database.

At the June 2006 meeting, the public inquired as to the eligibility for obtaining a key card; specifically can some one not named on the lease and insurance be issued a card, such as a spouse or a member of a corporation. Gary Whipple indicated that the eligibility for a key card requires sufficient documentation of ownership; either being named on the lease or on the insurance certificate.

The public also inquired about the development immediately north of the end of R/W 11 at the June 2006 meeting. This parcel is immediately north of parcel 9 on the Airport Property Map. Mr. Whipple reported that the parcel is currently cleared and zoned commercial with no immediate development plan per the real estate agent listed on the property sign.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Bildman provided an update to the Pilot's Lounge, indicating that the GCO radio is to be moved out of Room 11 in conjunction with a work request scheduled with the Building Services Division. The key lock box will be moved to Room 12. Furniture is on-hand, to include a flight planning table. Once the radio and key box are moved, the lounge can be opened.

Mr. Patrick Weaver reported that the occupancy permits were obtained for the new T-Hangars in late June, and tenants were beginning to move in as of early July. Mr. Weaver also noted that the increase price of petroleum-based products is making seal coating expensive. Mr. Weaver also requested that the County require the grounds maintenance contractor to exercise greater care in keeping mud off of taxiways and runways as they transit the airport property.

Mr. Bildman also reported that the number of trailers required to be claimed and moved is down to four as of the July meeting. Two trailers were non-aviation related. The owners of the trailers were given one week's notice to remove the trailers or have them towed at their expense.

VII. NEW/OLD BUSINESS

The next meeting is scheduled for September 25, 2006 at the County Airport in the Terminal Building Conference Room. The committee will not be meeting in August per earlier agreement, and public notice will be provided. The meetings are normally held on the 4th Monday of the month.

Mr. Whipple indicated that AirTec's lease proposal, as reviewed by both the Department of Public Works and Transportation and the Airport Advisory Committee, has been forwarded to the County Attorney's Office for final review and presentation to the County Commissioners for approval.

Mr. Whipple reported that parking lot crack sealing was pending a review of the balance of airport capital funds balance.

Mr. Whipple provided a handout summarizing the requirements and recommendations for a comprehensive Wildlife Hazard Management program (WHMP) for the airport. Even though the airport is not currently certified under FAR Part 139 and therefore not required to have a formal WHMP, the FAA encourages the requirements contained in Section 337 (a) and (b) be considered as best management practices. An initial consultation was conducted by the U.S. Fish and Wildlife Service in October 2005, with general recommendations consisting of; 1) the tracking of wildlife strikes, 2) training for airport personnel, 3) review of development plans for wildlife issues, 4) water and vegetation management, 5) patrols, 6) deer-resistant fencing, and 7) if necessary, depredation permits.

Mr. Clarke recommended that the relocation of the key box in the County Hangar be used as an opportunity to review the key inventory and re-populate the box with the required keys.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. McNamara recommended the meeting be adjourned. Ned Clarke moved to adjourn the meeting, which was seconded by Mr. Mitchell and passed by a vote of 6-0. The meeting was adjourned at 7:20 PM.

Respectfully submitted,

Approved,

Gary B. Whipple, P.E.
Recording Secretary

Bill McNamara
Chairman