

Airport Advisory Committee Meeting  
St. Mary's County Regional Airport  
July 27, 2009

**Approved Minutes**

**I. CALL TO ORDER**

Mr. James J. Davis, Committee Chairman, called the meeting to order at approximately 6:12 PM. Committee members Randy Willis, Rich Richardson, Skip Shephard and Jacque LaValle were also present. 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 June 22, 2009 meeting. Steve Bildman and Gary Whipple clarified the purpose of the MedSTAR terminal lease in terms of overall use of the terminal building. The purpose of the lease is to provide short-term support space while the new hangar is being constructed for the Maryland State Police Trooper 7. Once the new hangar is constructed, MSP will vacate the existing hangar for MedSTAR. The site plan for the new hangar is already in the development review process. A motion to accept the clarified minutes passed by a vote of 5-0.

**III. CHAIRMAN'S REPORT**

Mr. Davis stated that he wants to enhance the use of the terminal beyond the current use of the Civil Air Patrol and the Chamber of Commerce, based upon direct feedback from airport users. He would like the committee to develop a plan to convert the terminal to general aviation vice commuter air service, with the idea of developing a restaurant to draw both transient and local business customers. It is understood that local businesses would have difficulty with the up-front costs such as kitchen equipment and facility alterations.

Any terminal development plans would require continuation on the Airport Master Plan development to serve larger corporate aircraft. In addition, the tie-down area in front of the terminal would have to be moved to another location, most likely to be built after the runway extension has been completed.

In support of a general aviation focused terminal building, Mr. Bildman stated that he could also move his office, and possibly the fuel farm, to the terminal. He also recommended that a kiosk be placed with direct phones to motels, car rental and restaurants. Improvements to the Pilot's Lounge would also be needed to attract and keep more transient customers.

Mr. Davis stated that the committee will start working on a purpose statement with recommended changes to submit to the County Commissioners via the Airport Manager.

Mr. Bildman and the committee discussed the need for re-evaluating the purpose of the airport to recognize the close economic ties between the County and the Patuxent Naval Air Station. The current Airport Master Plan has a heavy focus on carrier service and does not seem to recognize the opportunities to support the light industries and other aviation services that are affiliated with the air station.

#### **IV. PUBLIC COMMENT**

Receiving no public comment, the committee expressed concern about the lack of progress on the perimeter fence maintenance and would like to see a workable plan at the September meeting. Mr. Whipple indicated that the Department of Public Works and Transportation will spray where feasible and use work release labor to remove larger growth. The details of using work release labor will be clarified with the Detention Center staff.

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

Mr. Whipple opened the floor to the committee to discuss the draft revisions to the St. Mary's County Regional Airport Rules and Minimum Standards. The restrictions on firearms need to be carefully reviewed to ensure that Maryland law and Second Amendment rights are not abridged. The County will review with the airport consultant and the Sheriff's Office. Mr. Whipple requested that all comments be submitted by the end of August. An informal Public Information Meeting will be scheduled for the September meeting.

The committee also inquired about re-installing a phone in the Pilot's Lounge as a safety issue. Mr. Whipple did contact Verizon, who confirmed that a local phone line could be installed with restricted service. The County IT Department will handle the specifics of establishing the service.

Mr. Whipple supplied an informational copy of the letter sent to the Southern Maryland Higher Education Center notifying them about the land acquisition process for the taxiway relocation. The taxiway relocation requires that Airport Road move approximately 35 feet into the SMHEC property, mostly in a current utility easement. The County's land surveyor has found one of the property corners and will continue the process to acquire any additional property.

The Department of Public Safety (DPS) is in contact with the first responders to establish a mutually acceptable date for an emergency response training exercise. An October goal will not be realized for any in-field training, but a Table Top Exercise would not be weather dependent or require as much advanced planning. The Table Top Exercise should test the recently revised Airport Emergency Plan. Mr. Carlton is working directly with Mr. Tommy Mattingly of DPS to establish a date.

Mr. Carlton stated that Building Services has looked at the locations of the proposed engine block heaters and that they are investigating the best way to get the power to the proposed locations. Mr. Davis stated that he would like to have the heaters installed before bad weather (January 2010).

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

Mr. Davis asked about expanded aircraft maintenance services beyond the current services provided by Airtec, Inc. Mr. Bildman stated that there are no contractual impediments to opening additional lines of service, but that the wage differences with positions on the base make it difficult to attract and retain qualified mechanics. The County needs to recognize the additional need for services and the lack of qualified service providers while addressing fair and open competition requirements for a public facility. Mr. Bildman will ask the current service provider to post current hours for everyone's convenience.

Mr. Bildman stated that he has addressed all but one RV and the Civil Air Patrol trailers to move, and that he considers the crane to be temporary.

**VII. NEW / OLD BUSINESS**

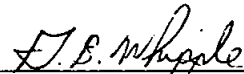
The next scheduled meeting is scheduled for September 28, 2009. The meeting will begin at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

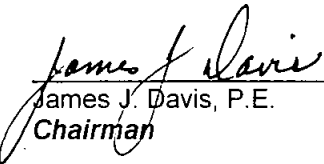
**VIII. ADJOURNMENT**

Having heard no additional comments, Mr. Davis indicated that the agenda for the meeting was complete. A motion to adjourn the meeting was offered, seconded, and passed by a vote of 5-0. The meeting was adjourned at approximately 7:30 PM.

Respectfully submitted,

Approved,

  
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Gary Whipple, P.E. DPW&T  
**Recording Secretary**

  
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James J. Davis, P.E.  
**Chairman**