

Airport Advisory Committee Meeting
St. Mary's County Regional Airport
July 28, 2008

Approved Minutes

I. CALL TO ORDER

Mr. Joe Mitchell, Vice Chairman, called the meeting to order at 6:20 PM. Committee members Ned Clarke, Rich Richardson, Skip Shephard, Randy Willis and new member Jacque LaValle were also present. Jim Davis was 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 June 16, 2008 meeting. Ned Clarke moved and Rich Richardson seconded a motion to approve the June minutes as drafted, with the addition of including recognition of the excellent service provided by Mr. Gary Whipple. The Committee members also requested Mr. Erichsen forward their best wishes to Mr. Whipple during his current mobilization to active duty. The motion passed by a vote of 6-0.

III. CHAIRMAN'S REPORT

Mr. Mitchell reported that the Board of County Commissioners appointed Mr. Jacque LaValle to the vacant Committee vacancy on July 1, 2008. His term will be effective July 1, 2008 thru June 30, 2010. Mr. LaValle accepted the appointment on July 7, 2008. The members welcomed Mr. LaValle and recognized his attendance at Committee meetings over the past several years. A copy of Jacque's resume was also distributed to the Committee for their information.

Mr. Mitchell discussed an all-day Sikorsky event that is tentatively planned for September 10, 2008. Several rotary wing aircraft (helos) and demonstrations will be held on the ramp of the Terminal and use of the interior space of the facility has been coordinated through the Chamber of Commerce, Mr. Bill Scarafia. The committee requested that the event be open to the public as much as possible, especially the airport tenants. Both Ken Studt and Mr. Terry Adair agreed to follow-up with airport tenants. Mr. Erichsen advised that additional information would be forthcoming, but that the date has not yet been finalized and the required Special Events permit has not yet been submitted.

Mr. Mitchell reminded the Committee of the September 10-12, 2008 Maryland Regional Aviation Conference that will be held in Frederick, Maryland. The annual event is sponsored by the Airport Managers Association, Frederick Municipal Airport and the Maryland Aviation Administration. Mr. Ned Clarke stated that it was a very good event and Mr. Mitchell inquired as to whether or not Committee members could participate. Mr. Erichsen said that if two or three members wanted to pre-register for the conference that the County would sponsor same.

IV. PUBLIC COMMENT

The Committee took the opportunity to once again recognize Mr. Gary Whipple for all his hard work and dedication to the Committee and requested Mr. Erichsen extend their best wishes and a safe return from his second tour of duty overseas.

Mr. Mitchell then opened the floor to public comment.

V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. George Erichsen represented the Department of Public Works and Transportation. He reported that the Board of County Commissioners received an executed Grant Agreement from the Federal Aviation Administration (FAA) on June 18, 2008. On July 15, 2008 the County formally awarded corresponding the Wetlands construction contract to Angler Environmental. The project will address wetlands disturbance anticipated with the full development of the Airport as described in the recently approved Environmental Assessment. He further advised that the identified wetlands mitigation site is the METCOM St. Clements Wastewater Treatment Facility, which will avoid anticipated land acquisition costs.

Mr. Erichsen mentioned that the corresponding Grant Offer from the FAA and Maryland Aviation Administration (MAA) was in the amount of approximately \$408,000. Under current funding arrangements, the FAA funds ninety-five percent and the MAA funds two-and-a-half percent of all eligible projects. As such, the total capital outlay for the County share is only about \$10,200.

Mr. Erichsen also stated that he has initiated a formal Airport Layout Plan (ALP) update and plans to file a Modification of Standards to the FAA requesting that the current taxiway be extended, on an interim basis, to the existing T-cup turnaround. The current condition of back taxiing aircraft represents both operational and safety issues. Although the FAA has denied this request before, due to the 240' taxiway runway centerline separation requirement, with the timing of the runway extension now more certain, he hopes the FAA will respond positively.

Mr. Erichsen also reported on several projects that are currently underway which include: (1) reviewing the Precision Approach Path Indicator (PAPI) siting surfaces for obstructions; (2) revising to the Airport Layout Plan and Airport Property Map to reflect completed construction since the last update; (3) updating the Airport Capital Improvement Program (2010-2014) for review by the FAA; (4) Review and Update of the Airport Rules and Minimum Standards dated August 16, 1994. Mr. Erichsen advised the Committee that several operational issues will be proposed in the update and will be presented to the committee for their input and recommendations prior to presentation to the Board of County Commissioners.

Mr. Erichsen also reported that the National Based Aircraft Inventory had been updated and may be found at <http://www.basedaircraft.com/AirportChooser.aspx>. The current estimated number of fixed based aircraft is 134. Mr. Ned Clarke pointed out that the location name and ID for the Airport are 2W6 and St. Marys County Regional, respectively. He also stated that the rededication and name change by the Board of County Commissioners was the right thing to do.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Bildman was present and advised that the refurbishment of the existing hangar should be completed by October 2008. Mr. Bildman also provided a briefing on two airfield incidents; a prop strike on the aircraft owners own to-bar during taxiing and a brake fire on the harrier which temporarily blocked the T-hangar ramp area.

Mr. Clarke reported that the break fire was associated with the Harrier operations and that a Safety Plan was needed since this has happened at least twice.

Mr. Bildman responded and agreed that a Safety Plan, sketch for the pad and foundation walls would be forthcoming in accordance with the adopted Development Review procedures utilized for new proposals at the Airport.

Mr. Bildman advised that it appeared that the airfield directional signage being performed by the County's contractor was 75-80% complete at this time. Several signs were in the process of having directional arrows revised.

Mr. Richardson inquired as to the status of any existing weed control practices both around ramp and tie-down areas as well as around the perimeter fencing. Mr. Erichsen responded that the Highways Division now have in place a formal weed control program for the airport and should be scheduled to perform same before the next Committee meeting.

VII. NEW/OLD BUSINESS

The next scheduled meeting is September 22, 2008. The meeting begins at 6:00 PM in the Walter F. Duke Terminal Building Conference Room. Mr. Erichsen reminded the Committee that they approved a motion to combine the November and December meetings into a single meeting on December 8, 2008. The motion passed by a vote of 6-0.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Mitchell indicated that the agenda for the meeting was complete. Mr. Skip Shephard moved, and Mr. Randy Willis seconded, a motion to adjourn the meeting. The motion passed by a vote of 6-0, and the meeting was adjourned at approximately 7:10 PM.

Respectfully submitted,

Approved,

George A. Erichsen, P.E.
Recording Secretary

Jim Davis, P.E.
Chairman