

Airport Advisory Committee Meeting  
St. Mary's County Regional Airport  
April 26, 2010

***Approved Minutes***

**I. CALL TO ORDER**

Mr. Jacque LaValle, Vice Chairman, called the meeting to order at 6:00 PM. Committee members Rich Richardson, Bob Mullennix, and Michael Brunnschweiler were also present. Jim Davis and Randy Willis were excused due to work commitments. Since a quorum was present, official business could be conducted.

**II. MINUTES**

The Committee reviewed the draft minutes from the February 22 and March 22, 2010 meetings. Rich Richardson moved and Bob Mullennix seconded a motion to approve the minutes as drafted. The motion passed by a vote of 4-0. The approved minutes for past meetings are posted to the County website.

**III. CHAIRMAN'S REPORT**

Mr. LaValle noted that Jim Davis was called away for a meeting with CSM and therefore unable to lead the discussion about the terminal enhancement. Mr. Davis did pass on that Prof. Bill Williams, CSM's program coordinator for the Hospitality Management Program, has agreed to brief the committee on his findings and recommendations regarding the food service / restaurant plans at the May meeting.

Mr. LaValle also reminded the committee about the Spring 2010 Airport Walkthrough on Saturday, May 8, 2010, starting at 9:00 AM. Rich Richardson and Skip Shepherd plan on attending, and Gary Whipple will represent County staff.

Mr. LaValle asked for a subcommittee report on the Fall 2010 Emergency Exercise Planning. Subcommittee member Rich Richardson represented the subcommittee. Gary Whipple indicated that the Hollywood Volunteer Fire Department only needs 30 days advance notice to participate in the training event. The committee discussed incorporating fire suppression into the exercise, using essentially the same scenario as the 2007 drill. Michael Brunnschweiler recommended that the Naval Air Station's Fire Department also be included in the planning, which Gary Whipple took for action to contact. The committee's consensus is to hold the event on either the third or fourth Saturday of October.

Gary Whipple indicated that the County Administrator's Office asked Mr. LaValle to formally indicate his intentions to continue on the committee past the expiration of his current term on June 30, 2010. Mr. LaValle has agreed to continue on the committee and will respond to the County Administrator's Office in writing.

Mr. LaValle noted that the Experimental Aircraft Association's Chapter 478 will be hosting it's Young Eagles Rally on Saturday, June 12, 2010. Gary Whipple stated that the County will assist in the advertisement of the event. The EAA will contact the Civil Air Patrol directly to coordinate ground safety and other logistical support.

Mr. LaValle led the discussion about the meeting schedule for the rest of the calendar year, and the committee decided to continue to meet on the fourth Monday of the month as advertised with the following exceptions; August is the traditional recess, October's meeting will be cancelled in lieu of the Emergency Exercise, and the November and December meetings will be combined on December 6, 2010. Mr. Whipple is tasked to work with the

Public Information Office to ensure that public notices are issued for the exceptions to the normal schedule. Mr. Whipple will also post notices to the 2W6 Yahoo Users Group.

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

Mr. John Mayberry, the Safety Officer for the Patuxent Aeromodelers Radio Control Club ([www.paxaero.com](http://www.paxaero.com)) reported that the club will be hosting an open house at Helwig Field, near Greenwell State Park, on Saturday, May 15<sup>th</sup>. Club members and guests will be providing demonstrations of radio-controlled aircraft. Safety briefs will be provided and RC aircraft will yield to all manned aircraft in the area. Gary Whipple will post notice to the 2W6 Yahoo Users Group before the event.

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

Gary Whipple represented the Department of Public Works and Transportation and referenced a new publication from the Transportation Research Board sponsored by the FAA's Airport Cooperative Research Program entitled *Marketing Guidebook for Small Airports*. The committee can use this resource, along with the recently-developed Marketing Program handout, in its continuing efforts to promote airport economic development and safe, efficient operations. Gary Whipple will send the guidebook to the committee before the next meeting.

Gary Whipple reported that the 2009 Annual Report was delivered to the Board of County Commissioners in advance of the April 30<sup>th</sup> deadline. The Commissioners may invite the committee to one of their regular meetings to provide additional information.

Gary Whipple stated that the consultant has identified a third potential wetlands mitigation site in addition to the St. Clements Shores Wastewater Treatment Facility and the Taylor Farm in Bushwood. The consultant will be conducting a field survey of the third site and will report back to the Department before the next committee meeting. The Department is taking action to get on the State's agenda for their May meeting to obtain approval of the revised petition for the Taylor Farm.

Gary Whipple noted that the Technical Evaluation Committee (TEC) review for the month had several listed development projects within the Airport Environs (A/E) overlay, as indicated on the handout provided to committee members. Several projects are in Wildewood, and Mr. Whipple surmised that the increase in activity may be due to the new Maryland Stormwater Management regulations that are effective May 4<sup>th</sup>. Developers may be taking action to grandfather current plans, so actual development may not be imminent. The committee and Department will continue to monitor.

Gary Whipple mentioned that the foundation and electrical service design for the rotating beacon is almost complete and that he had a meeting with the FAA on Wednesday, April 28<sup>th</sup> to discuss the approval of the relocation, the obstruction evaluation and the solicitation.

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

Pat Weaver represented AirTec, Inc. and reported that the construction of the new hangar is mostly complete, and the hangar should be ready for occupancy by mid-June. He stated that the utility service has all been established but was concerned that the utilities were originally mismarked by both Miss Utility and the utility provider, causing delays.

The committee asked about the Harrier, and it was reported that the owner and operator is preparing the aircraft for the next season of operation, lining up airshows to attend.

The committee also inquired about whether or not the green airplane near the pump station is in an actual grass tie down spot. It was determined that the spot is an actual tie-down spot, but seldom used.

**VII. NEW / OLD BUSINESS**

The next scheduled meeting is scheduled for Monday, May 24, 2010. The meeting will begin at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

**VIII. ADJOURNMENT**

Mr. LaValle indicated that the meeting was complete. Mr. Richardson moved and Mr. Mullennix seconded a motion to adjourn the meeting which passed by a vote of 4-0. The meeting was adjourned at 6:50 PM.

Respectfully submitted,

Approved,

*(signed)*

*(signed)*

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

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Jim Davis, P.E.  
**Chairman**