

St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
September 27, 2010

***Approved Minutes***

**I. CALL TO ORDER**

Mr. Jim Davis, P.E., Chairman, called the meeting to order at 6:05 PM. Committee members Rich Richardson, Bob Mullennix, and Randy Willis were also present. Jacque LaValle and Michael Brunnschweiler were excused. Since a quorum was present, official business could be conducted.

**II. MINUTES**

The Committee reviewed the draft minutes from the July 26<sup>th</sup> meeting. The committee discussed the definition of an excused absence, which will be reviewed at a future meeting. After review and discussion, the committee moved and 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. Davis led the committee in a review of the draft terminal restaurant development plan submitted at the July 26<sup>th</sup> meeting. The committee decided to move ahead with the development of an Expression of Interest (EOI) document from the County to the local business committee in advance of any formal presentation to the County Commissioners. The committee's basic strategy is as follows: formally engage local business establishments with the criteria, purpose and constraints of the initiative; respond to any considerations not already addressed in the current development plan; receive non-binding expressions of interest from those entities willing to proceed; formally approach BOCC (maybe as part of 2010 Annual Report submission). County staff will be responsible to bring forward a draft EOI to the committee at the October 2010 meeting.

The committee discussed the September 9, 2010 FAA Notice concerning the Decommissioning of the ARMEL TACAN as provided in the handouts for the meeting. Comments from the public are due to the FAA by October 25, 2010, but the committee determined that the notice has no impact on operations or future plans at St. Mary's County Regional Airport. Therefore, the committee released staff from any further action with respect to responding to the FAA.

As part of the emergency exercise sub-committee report, Mr. Whipple stated that the risk assessment required to involve the naval air station's fire training simulator did not get started in time for this fall's event. The committee agreed that staff should still proceed with developing the risk assessment to involve the Navy's fire training simulator for future exercises. The committee reviewed the final draft of the emergency drill scenario provided in the handouts, as based upon the 2007 exercise, without the use of the fire training simulator. The committee determined that the scenario was adequate and decided to proceed as drafted. Mr. Whipple will submit the scenario to the Department of Public Safety and the Civil Air Patrol to complete the planning. The committee also set the date for the exercise as Saturday, November 6, 2010 in order to provide sufficient notice to the community first responders. County staff will notify the Public Affairs Officer the week before the event to issue any press releases.

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

There was no public comment at the September 2010 meeting.

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

Gary Whipple stated that the revised wetlands mitigation proposal was approved by Maryland Agricultural Land Preservation Foundation (MALPF) at their meeting on Tuesday, July 27, 2010. The approval was conditional and requires the existing forest conservation easement on the property to be modified to address MALPF concerns. The consultant also identified a third potential wetlands mitigation site at Chaptico Park, in addition to the St. Clements Shores Wastewater Treatment Facility and the Taylor Farm in Bushwood. The consultant finished the field survey and determined that the additional remaining acreage requirement could be met at this location. The Department submitted the necessary request for State planning review to the Maryland Department of Planning on August 19, 2010 and should receive a composite review and recommendation letter from MDP by October 20, 2010 per the correspondence provided in the handouts for the meeting.

Mr. Whipple also reported that the County Attorney has reviewed the FAA-approved offers for the three parcels required for Airport Road and Lawrence Hayden Road relocation. He reported that the County Commissioners are scheduled to meet in executive session on October 5, 2010 to consider the offers and authorize staff to proceed with negotiations. As part of the review of the land acquisition for road relocation, the County Attorney's Office has recommended that the County also proceed on the acquisition of aviation easements for obstacle removal and airspace protection. County staff will proceed as suggested.

Gary Whipple noted that the Technical Evaluation Committee (TEC) review for the month of September and October had no significant development concerns within the Airport Environs (A/E) overlay, as indicated on the handouts provided to committee members. He did note that the September submission referenced two agenda items that involved surface mines, but both were outside the A/E overlay and under the general jurisdiction of the Comprehensive Zoning Ordinance for dust control. Mr. Whipple also noted that the October submission reference a tower site outside of the A/E overlay. The committee requested the height and coordinates of the tower for reference. No other major impacts to airport operations indicated. The Department will continue to monitor development that impacts the airport.

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

Mr. Bildman of AirTec, Inc. reported that the construction of the new hangar is complete with Use and Occupancy permit in-hand. The lease with the State of Maryland for the Maryland State Police Trooper 7 use of the new hangar was offered to the committee for review, comment and endorsement to the County Commissioners. The committee reviewed the general parameters of the lease, noting the term of the lease, the rent payment schedule, and the County's consent to the sub-lease as described in paragraph 29. After review and discussion, Rich Richardson moved and Randy Willis seconded a motion to recommend approval of the lease as presented. The motion passed by a vote of 4-0. The lease is scheduled to be considered by the County Commissioners at their October 5<sup>th</sup> meeting and then approved by the Department of General Services at their October 21<sup>st</sup> meeting.

#### **VII. NEXT MEETING**

The next scheduled meeting is Monday, October 25, 2010. The meeting will begin at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

**VIII. ADJOURNMENT**

Mr. Davis indicated that the meeting was complete. Mr. Mullennix moved and Mr. Richardson seconded a motion to adjourn the meeting which passed by a vote of 4-0. The meeting was adjourned at 7:25 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**