

St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
December 3, 2012

***Approved Minutes***

**1. CALL TO ORDER**

Mr. Davis called the meeting to order at 1800. A quorum was present with LaValle, Richardson, Shepherd, Pappas, Alternates Hanson and Anderson, and Whipple of St. Mary's County present. Visitors were: Weaver (SMAA), Bildman (AirTec), McWilliams (Tenant), Lighthouse (Tenant), Adair (Tenant), Geashest, Smolekse

**2. MINUTES**

The minutes for 22 October 2012 were approved with correction of a typographical error in Paragraph 5, in the last bullet being corrected from "fist" to "first".

**3. CHAIRMAN'S REPORT**

The Chairman noted Mr. Skip Shepherd's outstanding service to the Commission and the community during his three terms on the AAC.

The Chairman noted that in view of his resignation from the AAC to take effect at the next meeting and Mr. Shepherd's departure, an election for new officers will be held at the next regular AAC meeting on 28 January. Motion was made and carried to extend AAC membership to Anderson and Hanson to replace the two outgoing members and to select two new members as alternates for the AAC.

The Chairman solicited volunteers to review the Annual Report and report findings and recommendations to the AAC at the next regular meeting. Those volunteers were Jacque LaValle, Jack Pappas and Rich Richardson.

**4. PUBLIC COMMENT**

None noted.

**5. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT**

DPW discussed the following items:

- Wetlands delineation has been submitted to the Corps of Engineers Baltimore District for review and approval and no exceptions have been noted.
- Lawrence Hayden Road alignment alternatives are being reviewed including the use of tunnel to minimize impact and cost on on-going operations.
- Re-advertisement of off-site mitigation per CoE for confirmation of most recent delineation.
- The Technical Evaluation Committee will hold a hearing later this month on the St. Mary's Crossing One-Lot subdivision.
- The County will issue two-part Request for Expression of Interest, one for commercial services within County hangar and for food/vending/catering/restaurant services in the Terminal Building.
- About 9 or 10 additional tie downs in the Ramp A area are being reviewed. Seeking to expand tie down areas if feasible and evaluating overnight tie-down fees.

**6. FBO AND LEASEHOLDER REPORTS**

- Pilot lounge is nearly completed. Computer equipment is still needed to complete the work.
- Office and hangar space audit has been completed.

**7. OLD BUSINESS**

- No action has been noted to date on security recommendations made to the County last summer. DPW should report that status at the next meeting.

**8. NEW BUSINESS**

None.

**9. NEXT MEETING**

The next meeting will be scheduled for 28 January 2013, 6 PM at the Walter F. Duke Terminal Building Conference Room.

**10. ADJOURNMENT**

The meeting was adjourned at 1900.