

**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
8 December 2014 Minutes**



- I. **CALL TO ORDER** - Mr. LaValle called the meeting to order at 1807. A quorum was present with Mr. Anderson, Mr. VanOrden, and Mr. Adair (alternate). Mr. Richardson and Ms. Edgell, (alternate) were excused. Mr. Whipple, St Mary's County Staff Advisor, was present.

Public present: Mr. Hanson.

- II. **October draft Minutes- Approved.**

III. **CHAIRMAN'S REPORT**

- **Membership Updates** –The AAC is still seeking new candidates to fill committee vacancies. Expect two AAC vacancies to be filled by January. There is one possible candidate who may submit an application.
- **Security Review for Fuel Storage** – St Mary's County Regional Airport has experienced an increase in aircraft fuel thefts. Discussed possible solutions such as posting new warning signage about theft, increased ramp lighting, and security cameras.
- **Draft 2014 Annual Report process** – start edits in January 2015.

IV. **Public Comments**

- Mr. Hanson voiced concern on Pilot Lounge security and possibility of vandalism. He believes the AAC should take care of lounge with improved security policies and action.

V. **Department of Public Works & Transportation Report**

- **Airport Capital Improvement Plan (ACIP) Update**
  - Reviewed FAA FY15 ACIP letter of 14 Nov 2014 and opened floor for discussion. Gas main relocation agreement being finalized to move gas main as part of Airport Road relocation effort.
- **County Development Review Updates**
  - No development proposals received for Dec 2014.
- **Airport Operations and Maintenance**
  - Repair to R/W pavement completed on 4 Dec 2014.
  - Grounds maintenance to West end of R/W 11 completed.
  - AWOS Annual Inspection passed but has 4 action items for county.

VI. **FBO and Leaseholder Report**

- **Airfield Operations Report/Updates**
  - Not in attendance; nothing reported.
- **New Hangar Project update**
  - Not in attendance; nothing reported.

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**VII. New Business**

- None.

**VIII. Next Meeting - Next regular meeting scheduled for 26 January 2015 at 1800; Walter F Duke Terminal Building conference room.**

**IX. ADJOURNMENT- The meeting was adjourned at 1907.**

Submitted,

A handwritten signature in black ink, appearing to read "Daniel Van Orden", written over a horizontal line.

Daniel Van Orden

**Secretary**

Approved,

A handwritten signature in black ink, appearing to read "Jacques La Valle", written over a horizontal line.

Jacques La Valle

**Chairman**