

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
23 October 2017 Minutes**



I. CALL TO ORDER – Erik Anderson called the meeting to order at 6:02 PM. Committee members present were Terry Adair, Bryan Barthelme, Ted Klapka, Robert Lightstone, Kaz Olmeda, Eric Pratson and Andre Swygert. Mr. John Deatrick (Airport Manager), Gary Whipple (Capital Projects Manager), Bob Carlton (AAC Staff Advisor) were in attendance from St. Mary's County Department of Public Works and Transportation. Thirteen members of the airport community and public attended.

II. MINUTES - The September draft minutes were approved as amended.

III. CHAIRMAN'S REPORT

1. The Acting County Attorney has decided to obtain Outside Counsel to provide legal review and advice for the proposed Rules and Minimum Standards, and other airport related items before the County for action.

IV. PUBLIC COMMENTS

1. Members of the Airport Community queried about the process for moving the Rules and Minimum Standards updates forward. Mr. Whipple indicated that once the County was ready to move those documents forward toward adoption by the County Commissioners that the proposed documents would be placed both in the County's normal Rulemaking docket BoardDocs (<http://www.boarddocs.com/md/stmarysco/Board.nsf/Public>) as well as being placed in the online 2W6 Airport Users Forum (<https://groups.yahoo.com/neo/groups/2W6Users/info>). The ultimate desire was for a strong public endorsement to the Commissioners for adoption of the proposed documents.

V. DPW&T REPORT

1. Gary Whipple noted Calvert County participated in discussions with St Mary's County on the airport and its role in economic development. John Deatrick commented that it is the Airport Manager's role to encourage economic development.
2. Airport Capital Improvement Plan Update: DPW&T noted that there is approximately \$9.6 Million in on six active Federal Grants improving St Mary's Airport.

The Utility work for Airport Road relocation is essentially complete and awaiting the award to the Road Contractor to commence relocation of Airport Rd. Airport Road Relocation: Request for Proposals in the Oct/Nov timeframe and contract award in 1QCY18. Work is anticipated to start in

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early 2018 and be complete by Fall 2018. Airport Road will be “single laned” in front of SMHEC for approx. 2 months.

Lawrence Hayden Road Relocation: County Commissioner President signed authority to proceed on 19 July. Expect Sep/Oct award. No utility impacts or delays anticipated.

3. DPW&T is proposing a change in phasing to start the Runway Extension grading. It was noted that this effort should not preclude a future Grass Auxiliary Landing Area between the extended Runway and new Taxiway.
4. The AWOS Radio is now back in Service. The PAPI remains out of service with parts on order.
5. Lighted Windsocks for both ends of the runway are to be included in the Airport Plan Update.

VI. FBO & LEASEHOLDER REPORTS

1. Construction of the 10,000 sq ft hangar is nearing completion and the taxiway should be paved prior to November.
2. An Airport Open House was held on Saturday 7 October and 500-600 members of the community visited the airport. Commissioner O’Conner and Economic Development Director Kaselemis attended.

VII. NEW BUSINESS

None.

VIII. NEXT MEETING –The combined November/December meeting will be held on 4 December 2017 at 6pm at the Airport Terminal Building.

IX. OPEN ACTIONS

1. Post Airport Ordinance Draft to Airport Group website
 - i. To be referred to Outside Counsel for advice.
2. Obtain services of Aviation Insurance Consultant for Minimum Standards update. Action DPW&T.
3. Provide proposed updated Permittee Agreement at AAC (May mtg) – Complete
 - i. Lease Holder review and response on proposed Permittee Agreement (Aug meeting)-Complete.
 - ii. To be referred to Outside Counsel for advice.
4. Additional Windsocks and Anemometer Relocation
5. MetCom: Airport building hook-up
6. Wash Rack compliance with new MDE Regulation.
 - i. Action DPWT to measure runoff contamination.
 - ii. Determination if formal Wash Rack is needed.
7. UMD ADS-B Repeater Systems details. Action DPW&T.

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8. Review of process for non-tenant Aeronautical Service Providers to obtain access to 2W6. To be referred to Outside Counsel for advice.
9. Determine if there are any prohibitions on Catering Trucks at the Airport.

X. ADJOURNMENT- The meeting was adjourned at 6:52pm.

Submitted,

A handwritten signature in black ink, appearing to read "Ted Klapka", written over a horizontal line.

Ted Klapka

Secretary

Approved,

A handwritten signature in black ink, appearing to read "Erik Anderson", written over a horizontal line.

Erik Anderson

Chairman