

**Airport Advisory Board Meeting (Monday, August 26, 2019)**

Generated by Allison Swint on Monday, August 26, 2019

**Members present**

Brian Barthelme Jr, James Alexander, Robert Lightstone, Ted Klapka, Gerald Meyerman, Carrie Kelly, Albert Babcock, Robert Zaorski

**Meeting called to order at 6:00 PM**

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman/Vice Chairman reports

Information: 2. PW&T Report

Information: 3. FBO Report

Discussion: 4. 50th Airport Anniversary Subcommittee

D. OLD BUSINESS

Action: 1. Approval of June 24, 2019 meeting minutes

Vote to approve June 24, 2019 meeting minutes

Motion by Robert Lightstone, second by Ted Klapka.

Final Resolution: Motion Carries

Yea: Brian Barthelme Jr, James Alexander, Robert Lightstone, Ted Klapka, Carrie Kelly, Albert Babcock, Robert Zaorski

Abstain: Gerald Meyerman

Discussion: 2. Action Item List Review/Update

E. NEW BUSINESS

F. PUBLIC COMMENT

G. ADJOURN

**Meeting adjourned at 8:00 PM**

**St. Mary's County Regional Airport  
Airport Advisory Board Meeting  
26 August 2019 Minutes**



The Airport Advisory Board commenced its 26 August meeting at 6pm at the Airport Terminal.

All Airport Advisory Board members were present: Jim Alexander (Chair), Albert Babcock, Bryan Barthelme, Carrie Kelly, Ted Klapka (Secretary), Bob Lightstone (Vice Chair), Gerald Meyerman (Alternate) and Robert Zaorski  
Dept of Public Works & Transportation: John Deatrick (Director), Allison Swint (Airport Manager).  
Seven members of the airport business community and public were present.

Mr. Alexander commenced the meeting with the Chairman's remarks and urged interested parties to sign up for the County's "Be the First to Know" feature to receive airport announcements. He indicated that the AAB is attempting to wean itself of the use of the Yahoo 2W6 Board as a method of getting information to the public.

The Airport Innovation District is developing a plan to improve the area for presentation to the County Commissioner's in October and will be holding a session on 27 August. Mr. Alexander will attend for the board.

National Aviation Day was celebrated on 30 July with a helicopter visit to the Government Center and a Drone demonstration.

The EAA is using the Terminal for VMC Club sessions on the 3<sup>rd</sup> Saturday of each month at 9am.

Mr. Alexander noted that the AAB has been working to generate an improved version of the draft Airport, Rules, and Minimum Standards since January and that the first full draft is now being presented to the full board. The draft documents were posted on the AAB's website on 12 August and the AAB is requesting public comment by 6 September. The AAB Rules Subcommittee is endeavoring to review the public comment, update the Draft, and present a smooth draft to the full Board at the September 23 meeting for delivery to the County Commissioners. Mr. Deatrick noted that the County is hoping to then post an updated version for formal public comment on 8 October.

Several comments made by the Board and Public during the discussion of the three Rules documents:

**Rules Document:**

- Is there a method for reinstatement after an enforcement action terminates airport access?
- Is permission required to place signs at the airport? If so from whom?
- Paragraph R 3. Should this be aeronautical services (vice activities)?

**SOP Document:**

- Paragraph N3 Is tenant the correct word since it may refer to the hangar provider vice the hangar denizen? Is the "pro bono support" language insufficient to avoid egregious abuse? Might paragraph G5 couple with N3 to invite abuse? Does it require an approved Hangar Access Agreement?

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Minimum Standards Document:

- Page 11, paragraph 8 c on Hangar Storage. Should hangars be used for any purpose other than strict aircraft storage. Is there a prohibition via zoning or code that precludes use to strict storage?
- Page 4 Paragraph C Business Qualifications. Should there be a more generic term in lieu of CFO?
- Page 17 Termination: Should there be some Due Process or Cure in advance of Termination?

Other comments: Consider dividing the Minimum Standards into two sections, one for based operators with leased or built facilities, and a separate section for Independent (itinerant) Operators.

DPWT Report: Expect to open the new West Ramp in mid-September and then commence relocating aircraft to allow work on Terminal Ramp areas.

50<sup>th</sup> Anniversary Subcommittee Report: Planning to have one event per month during year of 50th anniversary.

Minutes and Action Items (dated 6/24/19) approved as submitted.

Updates were made to the Action Items including placing the Annual Report on the Action Items. The AAB continues to be interested in a Courtesy Car to improve visitors experience at the airport. One member of the public indicated that it may be possible for his auto business to provide a donor courtesy car.

The meeting adjourned at 8:04PM.

The next meeting of the Airport Advisory Board is scheduled for 6PM on 23 September in the Airport Terminal building.

Submitted,

Handwritten signature of Ted Klapka.

Ted Klapka

*Secretary*

Approved,

for Handwritten signature of Jim Alexander.

Jim Alexander

*Chairman*

Attached:

- Action Items dated 26 August 2019