

Airport Advisory Committee Meeting  
Captain Walter Francis Duke Regional Airport  
April 24, 2006

***Approved Minutes***

**I. CALL TO ORDER**

Mr. Bill McNamara, Chairman called the meeting to order at 6:05 PM. Other members present were: Korey Smith, Ned Clarke, Joe Mitchell and Stan Sweiker. Recognizing that a quorum was present, Mr. McNamara noted that official business could be conducted.

Others in attendance are reflected on the Sign-In Sheet.

**II. MINUTES**

The Committee reviewed the draft March minutes and provided one minor correction to the report under Section VI, FBO and Leaseholder Reports, concerning the recent airplane incident. The incident referenced in the March report did not involve inoperable landing gear. Gary Whipple agreed to make the requested change in the minutes prior to posting on the County website. Following review of the draft March minutes, a motion was made and seconded to approve the March minutes as amended. The motion passed with a vote of 5-0. Gary Whipple noted that approved minutes for February have been posted on the County website.

**III. CHAIRMAN'S REPORT**

Mr. McNamara discussed the Public Informational Meeting for the Environmental Assessment to be held on May 22, 2006. The notice was included in the handouts for April, and the meeting will be conducted during the regularly scheduled Airport Advisory Committee meeting for May. The consultant will conduct the presentation for the public meeting.

Mr. McNamara reminded the committee of the June 6, 2006 rededication ceremony for the airport terminal building, to be held at 1:00 PM at the terminal building. The ceremony is being planned and coordinated by the Public Information Office in conjunction with the County Commissioners and the family of Captain Duke. The regularly meeting for June is still scheduled for June 26<sup>th</sup>.

Mr. McNamara reviewed the summer meeting schedule, and the committee confirmed that regularly scheduled meetings would continue through the summer with the exception of August. A notice for meeting cancellation will need to be formally posted.

Mr. McNamara inquired as to the status of the pilot's lounge, and Mr. Bildman reported that the furniture is in the lounge and that paint is on-hand to complete the work. The ADSB will be secured in conjunction with a work order from Building Services. As a general rule, County-owned equipment will be relocated by the County unless noted otherwise.

Mr. McNamara opened the floor to the public for open comment and discussion.

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

A general discussion ensued concerning the intensity of the approach lights on Runway 11. Some indicated that the perceived increase in intensity is intermittent, and wondered if voltage irregularities could be causing the situation. It was noted that the consultant has been asked to observe the intensity of the approach lights when they travel to the County for the May 22<sup>nd</sup> public informational meeting.

Mr. Jim McCarthy requested information about how noise standards are set and who determines what is considered an acceptable noise level. Chapter 43 of the County's Zoning Ordinance discusses noise level contours and general land use and development regulations, which will be discussed at the next meeting in conjunction with the sub-committee on general aviation and development impacts.

Mr. Bildman agreed to investigate reports of a Harrier airframe being on airport premises. Mr. Bildman will determine the status of the aircraft and the intentions of the owner and report back to the Department of Public Works and Transportation at the next meeting.

The committee inquired as to how the consultant developed the revised data for the **Visual Approach Slope Indicator (VASI)** update of March 28, 2006. The Department of Public Works and Transportation will provide this information at the next meeting.

The committee would like to know if the Navy has any type of report of the effectiveness of the Air Installations Compatibility Use Zone (AICUZ) program. Gary Whipple indicated that the AICUZ program is a Navy-wide program and that such a report would have to come from Navy Headquarters in Washington. Mr. Whipple agreed to inquire with the Navy as to this type of report and will comment at the next meeting.

The new elementary school in Wildewood will be in the approach of runway 11, and there is a general concern about noise impacts, general public safety, and hazards to aircraft. Mr. Bildman noted that most traffic to and from the airport is experienced after 4:00 PM and on weekends when the school will not be in session.

At an earlier meeting, the public indicated that the card reader can be difficult to reach from the driver's seat as one exits the airport. The Department of Public Works and Transportation reported that it would not be feasible to alter the configuration at this time. Mr. Bildman noted that the vendor provided a quote ranging from \$800 - \$1,000 just to conduct a service call to investigate. The upper gate malfunctioned two times in April, and the committee expressed concern that a trend may be developing. Mr. Bildman noted that Building Services has provided responsive service and that there should be no cause for concern at this time.

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

Mr. Gary Whipple represented the Department. Gary Whipple noted that the consolidated comments on the Airtec lease proposal and Airtec's responses to those comments were forwarded to the new County Attorney on 4/18/06. The airport consultant has updated data for the Visual Glide Slope Indicators and forwarded that information to the FAA per their March 28, 2006 letter. The committee asked for clarification on the source of the data changes, and the Department will provide this information at the next meeting. The EPA has requested information concerning air emissions and three-year data concerning the number of landings, takeoffs and touch-n-goes. The data request was forwarded to Airtec for action on March 31, 2006. The Department will perform crack-sealing and grass removal on the Transient Apron and the end of Runway 11 under an MAA grant. The work is approximately \$20,000 and is 80% reimbursable under the grant. The Department also handed out

excerpts from Chapter 43 of the Zoning Ordinance that pertain to land use compatibility and the airport environs overlay. This information will be used by the committee to develop recommendations to the Board of County Commissioners concerning general aviation and development standards.

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

Mr. Bildman noted that two gate malfunctions occurred to date for the month of April. The ADS-B will get a radar feed from NAS Pax River within thirty days. The T-Hangars are nearing completion, scheduled for June. A site plan for three additional buildings is being developed. Stormwater management limits further development of hangars for probably five more years. Fire main upgrades are also required for further development in this area.

Mr. Bildman also reported that he will be repainting the St. Mary's Unicom frequency 123.0 sign, and has weed killer in stock to continue this maintenance service. Mr. Bildman would like the consultant to clarify in writing the certification level for the airport. He also noted that the current price for aviation fuel is \$3.79 per gallon, and members of the public in attendance noted that the current price in the Norfolk area is approximately \$4 per gallon. The semi-annual airport walkthrough for April was scheduled with the committee for Saturday, April 29<sup>th</sup> at 9:00 AM. Finally, Mr. Bildman would like to see the Economic Impact Report Status from MAA put into the Airport Annual Report. This is addressed in the monthly status report.

## **VII. NEW/OLD BUSINESS**

The next meeting will be held on May 22, 2006 at 6:00 p.m., at the County Airport in the Terminal Building Conference Room. The meetings are normally held on the 4<sup>th</sup> Monday of the month. As previously noted, the May meeting will be the Public Informational Meeting for the Environmental Assessment.

The committee requested follow up on the formal name change of the airport. The Department of Public Works and Transportation is still awaiting FAA formal confirmation of name change to "St. Mary's County Regional Airport" as submitted by the Board of County Commissioners on December 13, 2005. A new point of contact within the FAA has been identified to complete this tasking, and the Department will be able to provide a progress report at the next meeting.

Mr. Ned Clarke reported no change in the coordination efforts with NAS Pax River Air Operations with respect to vertical guidance / GPS 11 approach. Additional follow up will be conducted over the next several weeks.

Mr. Clarke also indicated that additional follow up is still needed on the Letter of Agreement with NAS Pax River, and he will provide subsequent reports as needed. Additionally, he noted that there is a degradation of the VOR (**V**ery high frequency **O**mnidirectional **R**ange) system at NAS Pax River due to on-base construction and manning reductions at the base tower.

The committee requested information about the status of the warranty for the AWOS system, noting that the warranty is scheduled to expire in July 2006. The committee would like to ensure that any outstanding items are addressed before the expiration of the warranty. Mr. Clarke is working to establish a data link from the AWOS to the FAA database and will provide an update at the next meeting.

Mr. Clarke brought the airfield signage package to the meeting, and the package will be reviewed during the April 29<sup>th</sup> airport walkthrough for final approval. A written report will be provided based upon the walkthrough.

The committee would like to review and discuss the existing mutual aid agreements with local first responders as they pertain to after-hours emergency response. Specifically, the committee would like to identify the roles and responsibilities of emergency first response and salvage / disabled aircraft handling. NAS Pax River, Hollywood VFD, and Bay District VFD were identified as the main entities potentially providing emergency first response for the airport.

The committee would also like to review the policy and regulations concerning CAD/PAD 's ( **Cartridge Activated Devices / Propellant Activated Devices** ) as they pertain to aircraft safety devices and general airport safety. It is understood that two planes based at the airport have these safety devices installed.

### **VIII. ADJOURNMENT**

Having heard no additional comments, Mr. McNamara recommended the meeting be adjourned, which was seconded by Mr. Clarke and passed by a vote of 4-0. (One member had to leave at 7:15 PM for another commitment). The meeting was adjourned at approximately 7:20 PM.

Respectfully submitted,

Approved,

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Gary B. Whipple, P.E.  
Recording Secretary

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Bill McNamara  
Chairman