

Airport Advisory Committee Meeting

Captain Walter Francis Duke Regional Airport

April 28, 2003

CALL TO ORDER

Korey Smith, Chairman, called the meeting to order at 6:10 p.m. Members present were: Bill McNamara, Joseph Mitchell, and Stan Sweikar.

Staff members present were: Linda Springrose, Assistant County Attorney and Bert Bowling, Recording Secretary.

Other attendees were: Kenneth Studt, AOPA ASN Volunteer; Bernard Wilder, Chapter 478, EAA President; Michael T. Junud, NavAir; Patrick Weaver, St. Mary's Hangars; Sidney Wood, EAA Chapter 478; and Rusty Lowry, Airplane Owner.

MINUTES

A motion was made by Joseph Mitchell and seconded by Bill McNamara to approve the minutes as presented. Motion passed.

CHAIRMAN'S REPORT

Airport Manager – Mr. Mangum declined the position as the Airport Manager for St. Mary's County Airport, and the county has begun the process of re-advertising this position. The announcement and duties were included in the packet.

Revenue Update – For the period 7/1/02-3/31/03, the airport generated \$125,250 in revenue that goes back into the county's operating budget.

Maryland Airport Managers' Association (MAMA) Meeting Report – Ned Clarke will provide an update at the May meeting.

Hangar-keepers Insurance Inquiry – The county has hangar-keepers insurance that provides \$5,000,000 for one occurrence/incident and \$1,000,000 for a single aircraft. Information was provided in the packet.

Tie-Down Replacement – Korey reported that the concrete tie-downs w/rings and the braided nylon ropes that meet the board's proposed specifications are in place.

Walk-thru of Airport Grounds Report – Bill McNamara, Korey Smith and Ned Clarke did a walk-thru inspection of the Airport on March 8, 2003. Some of the concerns noted were: Cracks in the pavement, fading centerline runway markings, tie-downs in need of repair/replacement, gate left open that allows animals on the runway that can cause a potential hazard to aircraft activity, poor lighting, poor navigational aids and some hazardous fueling operations. Mr. McNamara provided a report of the inspection that is attached to the minutes.

Mr. Sweiker noted that wheelchair accessibility to and from the transient ramp is unsatisfactory, and the gate being closed at 7:00 p.m is too early. Mr. Sweikar was asked to write his concerns to Mr. Erichsen with a copy to the Legal Department. Mr. Mitchell asked if the airport meets ADA guidelines. Mr. Erichsen will be asked to respond.

June 14, 2003 EAA Pancake Breakfast and Young Eagles – Bernie Wilder, Chapter 478 EAA President, stated that this is an international, annual event where over 900,000 young eagles fly all over the world. Last year the local chapter flew one-quarter of all of the young eagles flown in the state of Maryland. The event will be held from 8:00 a.m. to noon. On September 20, there will be a fly-in at the airport with the emphasis placed on displays that show the importance of the airport in the community. The chapter requested access to the holding room for this event. Korey offered support from the Airport Advisory Board.

Horn Point Fly-In May 16-17, 2003 – A poster, included in the packet, notes that the Fly-In will be held in Cambridge, MD.

AWOS Operational Status – The published land line number to call for AWOS reading is 373-6514. Korey noted that the temperature reading recorded was incorrect and has been reported to MAA.

Rules and Minimum Standards Update – The Rules and Minimum Standards will be reviewed in sections beginning at the next meeting.

MISCELLANEOUS REPORTS AND DISCUSSION ITEMS

Lease Agreements – Korey introduced Linda Springrose, the Assistant County Attorney. Ms. Springrose reviewed the proposed Tie-Down Lease Agreement with the Airport Advisory Board. Items covered were: copy of pilot's license and photo ID-drivers' license, requirement to lock aircraft, demised area, observe Fly Quiet Program, and tie-down strap specs. This lease will be used as the standard lease with other users of the airport.

The board reviewed each section of the standard lease and made corrections/comments. The changes will be incorporated in the draft lease and sent to the Board prior to the next meeting for further review and presentation at the May meeting.

SMART RIDE, Inc., BWI Shuttle Service Lease – The County Commissioners approved the lease agreement with Smart Ride, Inc. on April 15, 2003. Further logistics will be worked out between the company and the county.

Martin's Airport Shuttle Services – Martin's Shuttle Service is interested in establishing a depot at the airport. Mr. Erichsen sent a letter to them inviting them to schedule a presentation before the Airport Advisory Committee. The letter is included in the packet.

Ground Communication Outlet (IFR Traffic Repeater/Transceiver) – A report will be presented at the next meeting.

FBO AND LEASEHOLDER REPORTS

Patrick Weaver reported that construction has begun and new hangar space should be available in May. Phase 1 includes the self-fueling/maintenance area and a wash rack.

OTHER BUSINESS

Pre-Heater Access – Concern was raised as to where the electrical outlet is installed outside of the hangar to keep the pre-heater charged. It should be located in an area that provides coverage to keep it out of the weather. It was suggested to install adjacent to the county hangar on the exterior wall of the lean-to building.

Next meeting – Due to the holidays, the next meeting will be held one week earlier on Monday, May 19th. Please note the change on your calendar.

ADJOURNMENT – The meeting adjourned a 8:20 p.m.

Respectfully submitted,

Approved,

Alberta Bowling
Recording Secretary

Korey Smith
Chairman