

Airport Advisory Committee Meeting  
St. Mary's County Regional Airport  
June 25, 2007

***Approved Minutes***

**I. CALL TO ORDER**

Mr. Bill McNamara, Chairman, called the meeting to order at 6:00 PM. Other members present were: Korey Smith and Ned Clarke. Recognizing that a quorum was not present, Mr. McNamara noted that official business could not be conducted. However, the meeting would proceed and all official business would be deferred to the next meeting. Others in attendance are reflected on the Sign-In Sheet.

**II. MINUTES**

The Committee reviewed the draft May 14, 2007 minutes. Ned Clarke clarified that the 1.5 mile radius of the exclusion area for the restricted airspace (R-4007) is measured from the eastern end of the airport vice the center of the airfield. Gary Whipple agreed to make that clarification for the next meeting. The approved minutes for April have been posted to the County website.

**III. CHAIRMAN'S REPORT**

Mr. McNamara began his Chairman's Report by reviewing the meeting agenda. He then noted that he and Mr. Bildman conducted the spring 2007 airfield inspection Saturday, May 19, 2007. (Mr. Whipple was out of town and was not able to attend the inspection). Mr. McNamara presented a video presentation of the airfield conditions to the committee members present. He noted that the overall condition of the airfield is acceptable:

- T-Hangar area looks good, with seal-coating scheduled for the summer
- Utility trench depression in T-Hangar area repaired by Airtec
- Hangar construction underway, site being kept clean and clear of debris
- T/W look good in general with a few small areas requiring weed control
- R/W 11 REILS level bubbles centered properly
- Landing aids in general good condition (one exterior electrical connection at R/W 29 VASI needs attention)
- R/W 29 markings need new paint
- Tie Down/Terminal ramp area generally satisfactory (one report of rock damage)
- Fuel Dispensing/Fire Fighting Equipment satisfactory (one question about tarp cover)
- Asphalt repair needed at dumpster area

Mr. McNamara noted that committee member Walter Gillette tendered his resignation to the County Commissioners, who will appoint a new member from the list of prior applicants and notify the committee of same.

Mr. McNamara stated that the Airport Crash & Rescue Drill planning is nearing completion after two meetings with the Hollywood Volunteer Fire Department and the Department of Public Safety on April 10 and April 20, 2007. The committee has decided to establish Saturday, August 25, 2007 as the date for the exercise. Another coordination meeting will be held before the date of the event. Ned Clarke requested a review of the pavement conditions to ensure that the emergency equipment does not damage the hangar areas. Mr. Bildman and Mr. Whipple reported that the standard pavement section has been used and that there is no need for concern about damage to asphalt. The committee members requested that the same review be conducted for the culverts, and Mr. Whipple will inquire of same. The committee would also like to know of the plans for a rain date for the exercise.

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

Mr. McNamara opened the floor for discussion and comment. Mr. Whipple introduced Ms. Karen Vause, a resident on Lawrence Hayden Road west of the airport, who represents a group of adjacent property owners concerned about the impacts of the airport expansion. Mr. Whipple and Mr. Brian McKeegan (Delta Airport Consultants, Inc.) met with Ms. Vause and the group on June 22, 2007 to discuss the recent public notice for the wetlands permit and the development plans. Gary Whipple reviewed the 2002 Airport Master Plan Update and the 2006 Environmental Assessment approval process to raise the airport's level of service to B-II (large) standards. The residents raised concerns about noise, changes to traffic patterns, lack of drainage maintenance along Lawrence Hayden Road, and the lack of notice given them about the public review process. The residents are specifically concerned about the impacts of grading and road development on their property, stating that springs exist in the area. The Vause family indicated the sump pumps in their basement run almost continuously. Gary Whipple indicated that the geotechnical surveys and design of the road relocation will account for the area's hydrological conditions. He also stated that the County will have to follow its own development ordinances throughout the airport expansion process. The residents requested that a public hearing be held with the Maryland Department of the Environment for the wetlands impacts, and Gary Whipple ensured that the meeting would be scheduled and notice of the time, place and date would be given.

With respect to aircraft noise and use of the airfield, Mr. Steve Bildman (Airtec, Inc.) noted that the naval air station does not use the airfield except in emergencies. The recent Saturday morning (June 17, 2007) incident in which the adjacent property owners heard jet engine noise was due to an airport tenant taking off that morning to attend an air show, which is an infrequent event.

Mr. Ken Studt noted that the airfield needs ground maintenance, and the committee noted that a decision was made last year to keep the grass between seven and fourteen inches to discourage Canada geese from the airfield. Also, Mr. Studt inquired as to who the Airport Manager was, and Steve Bildman noted that George Erichsen, Public Works and Transportation Director, is the Airport Manager.

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

Mr. Gary Whipple represented the Department of Public Works and Transportation. He stated that the County is preparing to advertise the solicitation for the wetlands mitigation work. The Phase I non-tidal wetland permit is pending the requested public hearing with the Maryland Department of the Environment, scheduled for July 24, 2007.

Mr. Whipple noted that the Maryland Aviation Administration renewed the airport's operating license through April 30, 2008 per their letter of May 23, 2007 included in the handouts for the meeting. The facility is in satisfactory operating condition and in compliance with the Code of Maryland Regulations (COMAR) pertaining to general aviation.

Mr. Whipple reiterated that the County received FAA approval of the transient signage package on May 8, 2007. The solicitation package was completed in late May and forwarded to the Procurement Office on June 8, 2007. The project is awaiting formal advertisement.

On May 15, 2007, the Department forwarded the County's response to the draft Letter of Authorization between the Naval Air Station and the airport. The response clarified the northwest boundary of the restricted area (R-4007) associated with the Naval Air Station. The current LoA excludes an area of 1.5 miles in radius from the eastern end of the airport from the restricted area, and the committee wants to ensure that remains in the updated LoA.

Mr. Whipple handed out the transmittal letter to the Board of County Commissioners with respect to the 2006 Annual Report. He also clarified that the Board may not require the committee to make a presentation of the report, as Mr. Whipple earlier indicated. The Board receives several committee reports and elects to receive a formal presentation at their sole discretion.

**VI. FBO AND LEASEHOLDER REPORTS**

Mr. Steve Bildman reported that the "ST. MARYS 123.0" on the taxiway was repainted on June 25, 2007. He also states that access to the Wind-T and Segmented Circle is washing out and needs maintenance. An exterior fitting for the VASI/REILS was replaced, and he noted that the sweeper truck left bristles on the apron/taxiway during the most recent sweep. Finally, Mr. Bildman noted that the gyrocopter crashed on June 21, 2007 with minor injuries to the operator. He refused treatment. The airfield was closed for approximately 20 minutes, but no NOTAM was issued. The only flight impacted was one of Airtec's own planes, which held in pattern while the issue on the ground was addressed.

**VII. NEW/OLD BUSINESS**

The next meeting will be July 30, 2007 at the County Airport in the Walter F. Duke Terminal Building Conference Room, starting at 6:00 PM. Gary Whipple will send the media release to the Public Information Officer concerning the meeting date.

**VIII. ADJOURNMENT**

Having heard no additional comments, Mr. McNamara adjourned the meeting at approximately 6:50 PM.

Respectfully submitted,

Approved,

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Gary B. Whipple, P.E.  
Recording Secretary

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Bill McNamara,  
Chairman