

**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
24 April 2017 Minutes**



I. CALL TO ORDER - Erik Anderson called the meeting to order at 6:01pm. Also present were Ted Klapka, Bryan Barthelme, Kaz Olmeda, Bob Pearce, Brian Schroeder, and Eric Pratson. Hall Willard, Lou Giordano, and Terry Adair were excused. Gary Whipple (interim Airport Manager) and Bob Carlton (Staff Advisor) were in attendance from St. Mary's County Department of Public Works and Transportation. Five members of the airport community and public attended.

II. MINUTES - The March draft minutes were approved as submitted.

III. CHAIRMAN'S REPORT

The Chairman noted that the subcommittee work to update the Airport Rules had been productive and the Airport Rules Ordinance had now gone to the County Attorney. The Subcommittee would now focus on the Standard Operating Procedures (SOPs) and would hold a public working group on the SOPs at 6pm Friday 5 May at the Airport Terminal Bldg. Further, the Chairman noted that the first Draft of the updated Minimum Standards had been provided to the airport business community for their perusal and input. The attending airport business community members were queried about their opinion of the draft Minimum Standards and they indicated that they had found no concerns in their initial review. They did, however, recommend that the County obtain the services of an Aviation Insurance Consultant to review the draft Minimum Standards to increase the probability of successful implementation.

IV. PUBLIC COMMENTS

UMD UAS noted that they had received a waiver to Part 107 from the FAA which now permitted UAV operations at Night.

In response to public comments, DPW&T will bring forward to the Airport Advisory Committee at the May meeting a proposal to update the Permittee Agreement.

V. DPW&T REPORT

Lack of progress by Verizon in relocating telephone and internet cables continues to impact the progress of the Airport Rd relocation.

The County is preparing Grant Applications in order to meet the FAA June (now 7 July) Grant application deadline.

The Airport received its annual Maryland Aviation Administration Safety Inspection and certification.

**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
24 April 2017 Minutes**



DPW&T stated that the soil boring company was on site for the runway and taxiway extension and it is expected to take a month

DPW&T and the AAC will hold their annual airport inspection on 6 May at 9am.

DPW&T is meeting with Patuxent River Naval Air Station Air Operations Department on Wednesday 26 April to clean up the VFR flight corridors and to update PAX on the airport development

DPW&T stated that the county had requested a proposal to replace the PAPI and expected to receive it shortly, and will follow up with the FAA to get the replacement PAPI certified.

**VI. FBO & LEASEHOLDER REPORTS**

Airtec (FBO) reported that a transient Cub Crafter aircraft ground looped while landing on Runway 29 on Saturday 22 April impacting the Rnwy 29 PAPI and taking that PAPI out of service. DPW&T is working with FAA in order to repair/restore and recertify the PAPI in order to get it back into service. Airtec indicated that a NOTAM is now in place showing the Rnwy 29 PAPI is out of service.

Plans are being brought forward for a large commercial hangar and taxiway.

In response to airport business concerns, DPW&T intends to approach MetCom to discuss airport building connections to Water and Sewer.

**VII. NEW BUSINESS**

There was discussion of additional windsock locations in order to allow pilots to better judge the wind in the touch down zone locations. Additionally, it was noted that the Anemometer location may be in the Lee and reading low. Investigate relocating anemometer.

**VIII. NEXT MEETING** –The next regular meeting is scheduled for 22 May 2017 at 6:00 PM.

**IX. OPEN ACTIONS**

1. Post Airport Ordinance Draft to Airport Group website
2. Obtain services of Aviation Insurance Consultant for Minimum Standards update
3. Provide proposed updated Permittee Agreement at AAC (May mtg)
4. Additional Windsocks and Anemometer Relocation
5. MetCom: Airport building hook-up

**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
24 April 2017 Minutes**



X. ADJOURNMENT- The meeting was adjourned at 7:18pm.

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**