

**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
22 January 2018 Minutes**



I. CALL TO ORDER – Eric Pratson called the meeting to order at 6:00pm. Committee members present were Terry Adair, Jimmy Hicks, Carrie Kelly, Ted Klapka, Robert Lightstone (Vice Chairman), Kaz Olmeda, and Andre Swygert. Mr. John Deatrick ^ (Head of Dept of Public Works & Transportation), Gary Whipple were in attendance from St. Mary's County Department of Public Works and Transportation. Nine members of the airport community and public attended.

*Jim Alexander*

II. New Members – Ms. Carrie Kelly joined the Airport Advisory Committee as a new member.

III. FBO & LEASEHOLDER REPORTS

1. Working to place Signage in order to open the new Taxiway from the new 10,000sq ft Hangar (occupied by ASEC) to the Runway.
2. Possibility that DIUx (Defense Innovation Unit – experimental) will take over the Technology incubator.

IV. DPW&T REPORT

1. Airport Capital Improvement Plan Update:

- i. State funding has been received for the Airport Road relocation. Design Review of the Taxiway and Runway Relocation is underway.
- ii. The Request for Proposal for the Airport Road Realignment, which is necessary to relocate the Taxiway to meet FAA requirements for Taxiway/Runway separation, is planned for release in Late February or March 2018.
- iii. Working to develop the Request for Proposal for the Airport Loop Road and West End (this is extension of Airport Road to Lawrence Hayden Road).

2. Development Review Updates: TEC Memo date 2 January 2018

- i. Nothing of significance to airport operations.

3. Airport Operations and Maintenance:

- i. Taxiway Crack resealing is underway and is approximately 50% complete.
- ii. The PAPI has been repaired and will be placed back in service once it receives the appropriate flight check and certification by the FAA.

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**V. CHAIRMAN'S REPORT**

1. The St Mary's County Volunteer Board Reception is scheduled for 23 January 2018 and AAC members are urged to attend.
2. Election of Vice Chairmand and Secretary: Robert Lightstone and Ted Klapka were relected to the position of Vice Chairman and Secretary, respectively.
3. The Airport Advisory Committee meeting schedule for 2018 was discussed and it was decided there would be no July meeting. The November and December meetings will be combined into a single meeting on 3 December 2018.

**VI. PUBLIC COMMENTS:**

1. Public Comments queried the long-term ability to expand the airport on the North side of the field. It was noted that the County owns the parcels to the NorthEast of the airfield. Currently those parcels are outside the Airport Master Plan environment, however, there is no reason they could not be added to the Airport environment later, if necessary for airport expansion.
2. Further comments noted the development of industrial activities at the airports near Huntsville Alabama to support the Army and opined that NavAir AirWorks related activities could take place at the County Airport.

**VII. Review / Approval of Minutes:**

1. December Minutes were approved as submitted.

**VIII. Old Business**

1. The Airport Rules Draft Ordinance, Permittee Agreement review, and General Permit review remains tabled until reviewed by outside consultant and recommendation as are brought forward for consideration.

**IX. New Business:**

1. The Internet system brought forward to the airport tenants has issues which currently preclude its ability to access DOD IT systems and impact those companies ability to perform their government contracts.
2. MTA Busses continue to stop at the crosswalk vice disembarking their passengers in front of the Terminal. This is a potential safety concern.

- X. NEXT MEETING** –The February meeting will be held on 26 February 2018 at 6pm at the Airport Terminal Building.

**XI. OPEN ACTIONS**

1. Post Airport Ordinance Draft to Airport Group website
  - i. To be referred to Outside Counsel for advice.
2. Obtain services of Aviation Insurance Consultant for Minimum Standards update. Action DPW&T.



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3. Provide proposed updated Permittee Agreement at AAC (May mtg) – Complete
  - i. Lease Holder review and response on proposed Permittee Agreement (Aug meeting)-Complete.
  - ii. To be referred to Outside Counsel for advice.
4. Additional Windssocks and Anemometer Relocation
5. Wash Rack compliance with new MDE Regulation.
  - i. Action DPWT to measure runoff contamination.
  - ii. Determination if formal Wash Rack is needed.
6. UMD ADS-B Repeater Systems details. Action DPW&T.
7. Review of process for non-tenant Aeronautical Service Providers to obtain access to 2W6. To be referred to Outside Counsel for advice.
8. Determine if there are any prohibition on Catering Trucks at the Airport.
9. Access to DOD IT systems via Airport Internet. Action: DPWT

XII. ADJOURNMENT- The meeting was adjourned at 7:24pm.

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 "Eric Pratson", written over a horizontal line.

Eric Pratson

**Chairman**