

**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
26 February 2018 Minutes**



- I. CALL TO ORDER – Chairman Eric Pratson called the meeting to order at 6:04pm. Committee members present were Terry Adair, Jim Alexander, Carrie Kelly, Ted Klapka, Robert Lightstone (Vice Chairman), Craig Nixon, and Andre Swygert. Mr. John Deatruck (Director of Dept of Public Works & Transportation), Gary Whipple and Bob Carlton were in attendance from St. Mary's County Department of Public Works and Transportation. Four members of the airport community and public attended.
- II. ACIP Master Plan Presentation: DPW&T provided a detailed briefing on the Airports Master Plan.
  - 1. Airport has over 180 aircraft based which exceeds the 2020 projection (made in 2010) of 126 aircraft by nearly 50%; and the number of aircraft continues to grow.
  - 2. The airport is tracking to extend the Runway to 5350 ft (from 4150 ft) to accommodate larger and faster aircraft.
  - 3. The detailed briefing is attached to these minutes.

III. FBO & LEASEHOLDER REPORTS

- 1. Airtec is renovating their building and hangar and moving all FBO related functions into the County Hangar. Airtec proposes to move Transient Parking from the Ramp in front of Chesapeake and Airtec to the Ramp in front of the County Hangar and nearer the Fuel Pumps. This should be an improvement for transients.
- 2. Airtec is up to 17 employees in February and intends to grow to 25 employees in March.
- 3. Airtec is investigating an additional hangar on the west end to accommodate CASA 235 Maintenance and Modification.

IV. DPW&T REPORT

- 1. Development Review Updates: TEC Agenda 2-28- 2018
  - i. Nothing of significance to airport operations.
- 2. Airport Operations and Maintenance:
  - i. Taxiway Crack resealing is underway and is complete.
  - ii. The Runway 29 PAPI is awaiting appropriate flight check and certification by the FAA so that it can be placed back in service.

V. CHAIRMAN'S REPORT

- 1. The Committee is making progress on completing the 2017 Annual Report.
- 2. Plan to have St Mary's County Department of Economic Development and Land Use & Growth Management attend Airport Advisory Committee providing briefing and discussion.

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3. Discussed DPW&T's proposed Budget and intention to create a full time, on-site Airport Manager position. The Airport Advisory Committee unanimously passed a Resolution supporting DPW&T's Budget and Airport Manager plan. However, the committee and public attendees urged a review of prior history to avoid previous pitfalls.

**VI. PUBLIC COMMENTS:**

1. See above.

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

1. The January Minutes were approved with one correction adding Mr. Alexander to the January attendance.

**VIII. Old Business**

1. The Airport Rules Draft Ordinance, Permittee Agreement review, and General Permit review remains tabled are now being reviewed by outside consultant. The Committee noted these items remain a priority for implementation.
2. DPW&T was queried if the plans for relocating the taxiway and extending the Runway still provide an Auxiliary Grass Area for Glider and Tailwheel area. One member of the public commented that those are no longer needed since certain personnel had left the area. The Airport Advisory Committee has had a long standing position supporting inclusion of usable grass area and felt this was a potential safety issue to support crosswind landing for tailwheel aircraft. It was noted that there have been many improvements that support the retention of the recreational users. Mr. Deatrick noted he supported that view, but the Department also noted that FAA planning requirements will govern.

**IX. New Business:**

1. Mr. Deatrick provided Certificates of Appreciation from the County Commissioners to the 2017 Committee Members.
2. The Annual Airport Inspection by the Airport Advisory Committee is planned for Saturday 12 May 2018.

- X. NEXT MEETING** –The March meeting will be held on 26 March 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 Consultant for review and advice.
2. Obtain services of Aviation Insurance Consultant for Minimum Standards update. Action DPW&T. Done (see 1)
3. Provide proposed updated Permittee Agreement at AAC (May mtg) – Complete

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- i. Lease Holder review and response on proposed Permittee Agreement (Aug meeting)-Complete.
- ii. To be referred to Outside Consultant for Review and advice.
4. Additional Windsocks 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 Consultant for Review and advice.
8. Determine if there are any prohibitions on Catering Trucks at the Airport.
9. Access to DOD IT systems via Airport Internet. Action: DPWT. Resolved.

XII. ADJOURNMENT- The meeting was adjourned at 7:45pm.

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  
Robert Lightbown for

Vice **Chairman**