

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
25 September 2017 Minutes**



I. CALL TO ORDER – Erik Anderson called the meeting to order at 6:00 pm. Committee members present were Terry Adair, Jimmy Hicks, Ted Klapka, Robert Lightstone, and Andre Swygert. Mr. John Dietrich (new Director of Dept. of Public Works & Transportation/Airport Manager), Gary Whipple and Bob Carlton were in attendance from St. Mary's County Department of Public Works and Transportation. Eleven members of the airport community and public attended.

II. MINUTES - The ~~September~~^{August} draft minutes were approved as submitted.

III. CHAIRMAN'S REPORT

1. Robert Lightstone was elected as Vice Chair by unanimous vote.
2. Rules and Minimum Standards: The proposed Airport Rules were vetted by the County Attorney with only minimal changes. No substantive changes were recommended by the County Attorney. The draft of the County Attorney changes was provided to the sub-committee members at the meeting.
3. Annual Airport Inspection was completed last May with no significant findings.

IV. PUBLIC COMMENTS

Members of the Airport Business Community questioned the legitimacy of offsite businesses performing service on the airport and recommended that non-resident businesses have their Permit rescinded unless they become a brick and mortar tenant.

Action Item: Determine who can legally perform onsite aeronautical services and where can they perform them. This item is to be vetted with the full Airport Advisory Committee prior to making any recommendations to the County.

V. DPW&T REPORT

DPW&T noted that there is approximately \$9.6 Million in on six active Federal Grants improving St Mary's Airport.

The Utility work for Airport Road relocation is essentially complete and awaiting the award to the Road Contractor to commence relocation of Airport Rd. Airport Road Relocation: Request for Proposals in the Oct/Nov timeframe and contract award in 1QCY18. Work is anticipated to start in early 2018 and be complete by Fall 2018. Airport Road will be "single laned" in front of SMHEC for approx. 2 months.

Lawrence Hayden Road Relocation: County Commissioner President signed authority to proceed on 19 July. Expect Sep/Oct award. No utility impacts or delays anticipate

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
25 September 2017 Minutes**



DPW&T is proposing a change in phasing to start the Runway Extension grading. It was noted that this effort will not preclude a future Grass Auxiliary Landing Area between the extended Runway and new Taxiway.

The AWOS Radio is out of service and NOTAM'd. DPW&T is endeavoring to procure and install a replacement. It is anticipated that the AWOS Radio will be returned to service in October. The AWOS does continue to report via internet.

VI. FBO & LEASEHOLDER REPORTS

Construction of the 10,000 sq ft hangar and a taxiway from the vicinity of Hangar W to the new large hangar then to the parallel Taxiway is continues. Taxiway paving is planned for October 2017. Mr. Bildman noted that there is real potential for more large hangars and employment.

Mr. Reed noted that CAVU Aircraft Detailing Services has completed both Permit and Permittee Agreements and can operate on all areas of the airport to include the hangar areas.

Business Incubator Building complete. Two Bids were rejected as unqualified. University of Maryland may run the Incubator.

An Airport Open House is planned for 7 October from 10am -4pm.

VII. NEW BUSINESS

AED Inc donated mounted WAC and US Planning Charts for the FBO.

VIII. NEXT MEETING –The next regular meeting is scheduled for 23 October 2017 at 6:00 PM. The combined November/December meeting will be held on 4 December 2017.

IX. OPEN ACTIONS

1. Post Airport Ordinance Draft to Airport Group website
 - i. Awaiting County Attorney release
2. Obtain services of Aviation Insurance Consultant for Minimum Standards update. Action DPW&T.
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. Updated Permittee Agreement to County Attorney (next)
 - iii. Hold in abeyance pending item 8.
4. Additional Windsocks and Anemometer Relocation
5. MetCom: Airport building hook-up
6. Wash Rack compliance with new MDE Regulation.
 - i. Action DPWT to measure runoff contamination.

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
25 September 2017 Minutes**



- ii. Determination if formal Wash Rack is needed.
- 7. UMD ADS-B Repeater Systems details. Action DPW&T.
- 8. Review of process for non-tenant Aeronautical Service Providers to obtain access to 2W6. AAC and DPW&T.

X. ADJOURNMENT- The meeting was adjourned at 7:25pm.

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