

Airport Advisory Committee Meeting
St. Mary's County Regional Airport
March 22, 2010

Approved Minutes

I. CALL TO ORDER

Mr. Jim Davis, Chairman, called the meeting to order at approximately 6:00 PM. Committee members Rich Richardson, Randy Willis, Bob Mullennix and Jacque LaValle were also present. Michael Brunnschweiler was excused due to travel. Since a quorum was present, official business could be conducted. The Sign-In Sheet indicates others in attendance.

II. CHAIRMAN'S REPORT

Mr. Davis noted that no one from the committee was able to attend the special meeting held by the Wicomico Shores Golf Course Advisory Board on March 3, 2010 to discuss the privatization of the food service operation. The board meets regularly and can provide information about the meeting and any subsequent recommendations. Mr. Whipple will contact the Department of Parks and Recreation to obtain a copy.

Mr. Davis reiterated that the next committee inspection of the airport is scheduled for Saturday, April 24, 2010 at 9:00 AM.

Mr. Davis led a discussion about the 2010 Emergency Exercise Drill. The next steps include;

- 1) reviewing the planning documents from the last drill in 2007 (Mr. Whipple to locate and provide to committee);
- 2) contacting the Hollywood VFD to put them on alert (Chief Brady);
- 3) developing a Plan of Action & Milestones (POA&M) draft.

The committee discussed different scenarios to include an off-airport property event, however it was determined that the exercise should remain on airport property to more fully involve the committee and airport management.

III. PUBLIC COMMENT

The Aircraft Owners and Pilots Association (AOPA) provided notification of an unidentified caller's attempt to obtain clearance to fly into NASPAX restricted airspace. The Transportation Safety Administration's GA SECURE hotline (1-866/427-3287) was engaged after it became clear that the individual was trying to gain access undetected. GA SECURE acknowledged the situation and said that they would take the case. TSA notified the FBI, and it was determined that there was no action required of the committee or the County.

IV. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. Whipple reported that he met with the Grounds Maintenance Division of the Parks and Recreation Department on Friday, March 19th to review the grounds maintenance plan for the airport. Despite pressures to reduce operational budgets, all present agreed to maintain the current level of service. Also, Mr. Whipple stressed the need to reduce and eliminate debris on the runway and taxiway from grounds maintenance activities. Finally, the participants confirmed the current level of service addresses the Wildlife Hazard Management Plan's requirement to maintain a certain height of ground cover to discourage the presence of geese.

Mr. Whipple represented the Department of Public Works and Transportation and handed out a copy of the final draft 2009 Annual Report for the committee to review. The operational statistics were added per committee request. Mr. Willis made several observations to improve the document that were accepted by the rest of the members in attendance. Hearing no further comment, Mr. Davis entertained a motion to approve as amended by the comments received from Mr. Willis, which was provided by Mr. LaValle and seconded by Mr. Richardson. The motion passed by a vote of 5-0.

Mr. Carlton stated that the Highways Division will be using a chipper to grind up the cuttings from the perimeter fence clean up once the weather improves and the ground is drier. Mr. Richardson reiterated that spraying is just as important as cutting the vegetation. Mr. Carlton acknowledged and indicated that the Highways Division will also be spraying.

Mr. Carlton indicated that the proposed contractor has not provided any cost options for the various scenarios for the storm drain repairs. Mr. Whipple commented that airports engage in construction near runways all the time and that proper procedures should allow the repairs while maintaining safe operations. This was confirmed by Delta Airport Consultants.

Mr. Whipple indicated that the FAA needs to review the justification for relocating the beacon. They may disapprove the relocation and simply require the equipment to be replaced at its present location on top of the County hangar.

Mr. Carlton reported that the fence modifications for the section of fence between the Terminal apron (Ramp A) and the medevac apron (Ramp B) were on order. The modifications will address the increased prop wash experienced by the close proximity of MedSTAR's helicopter operations.

V. FBO AND LEASEHOLDER REPORTS

Nothing significant to report.

VI. NEW / OLD BUSINESS

Mr. Whipple indicated that he will be meeting with the Maryland Agricultural Land Preservation Foundation (MALPF) on Tuesday, March 23, 2010 to request their approval to release 5.0 acres from a preservation easement. Their current policy only allows ~3.2 acres. Mr. Whipple will notify the committee of the results via e-mail.

The next scheduled meeting is scheduled for Monday, April 26, 2010. The meeting will begin at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

VII. ADJOURNMENT

Mr. Davis indicated that the meeting was complete. Mr. Richardson moved and Mr. LaValle seconded a motion to adjourn the meeting which passed by a vote of 5-0.

Respectfully submitted,

Approved,

(signed)

(signed)

Gary Whipple, P.E. DPW&T
Recording Secretary

Jim Davis, P.E.
Chairman