

St. Mary's County Regional Airport
Airport Advisory Committee Meeting
May 23, 2011

Approved Minutes

I. CALL TO ORDER

Mr. Jacque LaValle, Vice Chairman, called the meeting to order at 6:10 PM. Committee members Jim Davis, Bob Mullennix, Randy Willis and Rich Richardson were also present. Skip Shepherd was excused in advance. Since a quorum was present, official business could be conducted.

II. MINUTES

The Committee reviewed the draft minutes from the February 28th meeting. The members present at the April 28th meeting (which did not have a quorum) made no comment or took any exceptions at that time, so a motion to approve was tabled until the May meeting. The committee did not discuss or move to approve the draft minutes for the April 28th meeting. The approved minutes for prior meetings are posted to the County website.

III. CHAIRMAN'S REPORT

Mr. LaValle and the Chairman, Mr. Davis requested an update on the status of the food service initiative for the airport terminal. Mr. Carlton represented the Department of Public Works and Transportation and indicated that the package was still with the Procurement Office for release. The Department will follow up with the Procurement Office

Mr. LaValle reviewed the committee's concerns about the County's Snow and Ice Control Operation Plan priorities with respect to the airport. On behalf of the committee, Mr. LaValle had previously drafted a letter to the County Commissioners requesting a higher priority for the airport referencing the FAA Advisory Circular that recommends clearance time of 2 hours for non-commercial airports with between 10,000 to 40,000 annual operations. However, having reviewed the County's November 2010 update to the Snow and Ice Removal Operations Plan as provided at the May 2011 meeting, the Committee has determined that the November 2010 update is acceptable and no further action is required. Mr. Richardson reiterated that whenever the committee or Department reference data based upon airport operations, that the definition of an operation (each take-off and landing being a separate operation) be included for reference.

Mr. Davis noted that he and Pat Weaver have a tentative plan for an additional ten to twelve tie-down spaces to increase the capacity at the airport. Most all of the spaces would be grass tie-downs with a few on currently paved areas. Mr. Carlton noted that any significant amount of grading or paving would trigger development review controls.

Mr. LaValle and the committee determined that the next committee airport inspection will be conducted on Saturday, July 9, 2011, starting at 8:00 AM at the Piedmont Flight Center.

IV. PUBLIC COMMENT

The members of the public present and the committee discussed the recent observation of deer within the airport perimeter fence. Additionally, patrons have observed up to 20 Canada geese on airport property. The committee requested a review of the recently adopted Wildlife Hazard Mitigation Plan.

V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. Bob Carlton represented the Department of Public Works and Transportation and reported that the Contractor has recently installed the reflective taxiway markers procured under the current State grant. He also noted that, under the same contract and grant, the new beacon has been delivered, and the tilt-down pole is in place and ready for the beacon to be set up. Mr. Carlton stated that the new beacon would be set up on Wednesday, May 25th and operated for a continuous 24 hour period as an operational test. Once the new beacon passes the operational test, the existing beacon will be secured.

Jacque LaValle noted that the County has finalized the contracts of sale and FAA grant agreements with two of the adjacent property owners for the relocation of Airport Road and Lawrence Hayden Road. He asked that the Department of Public Works and Transportation follow up on those acquisitions through completion. The County Commissioners approved the grant applications to fund the land acquisitions at their March 1st meeting. The packages were received by the FAA before their March 4th deadline.

Mr. Whipple, who was absent from the meeting, had included in the meeting package the monthly report on developments that are within the Airport Environs (A/E) overlay based upon the June cycle of the County's development review process. For the month of June, there were no significant developments to report.

Mr. LaValle led the discussion on the Maryland Airport Managers Association's general aviation promotional program "Explore Maryland by Air". The program rewards participants according to their level of participation in visiting the 36 Maryland airports and 4 aviation-related museums as listed in the program. Credit is also received by attending a FFAST seminar. Completed passports are submitted to the Maryland Aviation Administration for verification and processing of awards.

Mr. LaValle also noted that the Experimental Aircraft Association's next Young Eagles Rally is scheduled for Saturday, September 10, 2011.

Mr. LaValle and Mr. Davis indicated that the committee would like to review the Civil Air Patrol lease for the airport terminal building at the next meeting in June for overall use of the terminal building as an airport asset.

VI. FBO AND LEASEHOLDER REPORTS

There was no representation from the FBO at the May 2011 meeting.

VII. NEXT MEETING

The next scheduled meeting is the fourth Monday in June, June 27, 2011. The meeting will begin at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 7:30 PM.

Respectfully submitted,

(signed)

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

Approved,

(signed)

Jim Davis, P.E.
Chairman