



**St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
9 December 2013**

- I. Call to Order – Mr. LaValle called the meeting to order at 1800 hours. A quorum was present with Mr. Anderson, Mr. Van Orden, Mr. Richardson and Mr. Adair. Mr. Whipple, St. Mary's County Staff Advisor was present. There were fourteen additional members from the public in attendance.
- II. The October 2013 minutes were approved as drafted.
- III. Chairman's Report
  - Safety Committee's Disaster Preparedness Drill – The Emergency Services Center provided a draft report of the drill complete with recommended action items. The committee will be monitoring for updates to the planning document
  - Letters of Interest Reviews and Recommendations
    - A motion was passed to recommend acceptance of Piedmont Flight Center's amendment to their existing lease to provide inspection services
    - A motion was passed to recommend acceptance of the letter of interest from S. Hunt Aero, LLC to develop hangar facilities and aeronautical businesses
    - A motion was passed to recommend acceptance of the letter of interest from D&P Testing, Inc. to provide aeronautical services using the permit process
    - A motion was passed to recommend acceptance of the letter of interest from Airtec to provide expanded aeronautical services
  - Airport Rules and Minimum Standards Update – at this time, the committee is not prepared to move forward with a recommendation on the draft rules and minimum standards due to the high degree of public comments. The committee recognizes and appreciates the feedback received to date and the work by DPWT staff.
- IV. Public Comment
  - There were numerous public comments supported by written comments to the proposed rules and minimum standards. It was suggested that there be clearer language, less prohibitions, allow for airport user inputs and provide synergism of all airport stakeholders, tenants and service providers.
  - Mr. Jack Papas commented that the county should have a business plan for the airport necessary to get business development underway. What are the expectations as opposed to airport usage?



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V. FBO and Leaseholder's Report

- Airfield Operations – There was a power outage at the MedStar hangar that required underground repair
- Hangar expansion – Field approval has been granted for the tree removal. TEC review in process. State regulations continue to be problematic but not prohibitive.

VI. Department of Public Works and Transportation Report

- Airport Capital Improvement Plan – Received documents for the 5 year plan impacting FY2017 budget. The county is expected to meet its goal with 30% of the design completed. Gary Whipple to provide the committee a project spreadsheet of the expected schedule.
- County Development Review – The December TEC revealed two areas of interest to the airport. TEC 1 will require an FAA aeronautical study to include the height of the tower. TEC 3 should require a closer look due to airport encroachment (single story) and impact to the CIP effort.

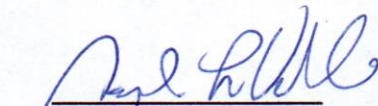
VII. New Business – Prepare for CY2014 with election of officers and building the annual report

VIII. Action Items – Reviewed

IX. Next Meeting: 27 January 2014, at 1800 hours at the Walter F. Duke Terminal Building Conference room.

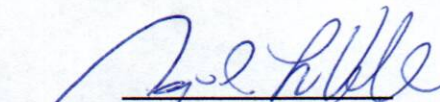
X. Adjournment – The meeting was adjourned at 1930 hours.

Submitted,

  
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for Raymond Bednarcik

**Secretary**

Approved,

  
\_\_\_\_\_  
Jacquie La Valle

**Chairman**