

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
22 September 2014 Minutes**



- I. CALL TO ORDER - Mr. VanOrden called the meeting to order at 1800. A quorum was present with Mr. Richardson, Mr. Adair (alternate), and Ms. Edgell, (alternate). Mr. LaValle was excused and Mr. Anderson was absent. Mr. Whipple, St Mary's County Staff Advisor, was present.

Public present: Mr. Weaver, Mr. Lighthouse, and Mr. Reid. Mr. Bildman was excused.

- II. July draft Minutes- Approved.

III. CHAIRMAN'S REPORT

- Membership Updates – The AAC is seeking new candidates to fill committee vacancies.
- Election of Vice Chairman and Secretary vacancies– Defer election.

IV. Public Comments

- None provided by attending public.

V. Department of Public Works & Transportation Report

- Airport Capital Improvement Plan (ACIP) Update
 - FAA approved grant application for utility relocations in support of Airport Road relocation. The committee requested that the utility relocation work be coordinated with the SMHEC construction of their new building. DPW&T to take for action.
- County Development Review Report (TEC Sept and Oct 2014)
 - Oct. Agenda - No impacts or hazards to airport operations in submission.
 - Sep. Agenda – Single minor subdivision for 57 townhouses; TEC # 14-13200013, Woods at Myrtle Point section 4.
- Airport Operations and Maintenance
 - Annual Airport Inspection open action items review from June annual Inspection.
- Airport Lease Update
 - Reviewed airport lease letters of notice to various tenants.

VI. FBO and Leaseholder Report

- Airfield Operations Report/Updates
 - Fire Bottle serving scheduled this week. Facility inspection and maintenance on-going.
- New hangar project update
 - Project on track for schedule. Hangars R-V scheduled for Nov construction; plan for Hangar T to be first built. New hangar road cleared and tree debris removed.

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VII. New Business

- Draft 2014 Annual Report will be handed out at October meeting.
- Need to review Action Items from past meetings.

VIII. Next Meeting - Next regular meeting scheduled for 27 October 2014 at 1800, terminal building conference room.

IX. ADJOURNMENT- The meeting was adjourned at 1849.

Submitted,

A handwritten signature in black ink, appearing to read "Daniel Van Orden", written over a horizontal line.

Daniel Van Orden

Secretary

Approved,

A handwritten signature in black ink, appearing to read "Jacque La Valle", written over a horizontal line.

Jacque La Valle

Chairman