

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
26 June 2017 Minutes**



- I. CALL TO ORDER - Erik Anderson called the meeting to order at 6:05pm. Also present were Ted Klapka, Bryan Barthelme, Kaz Olmeda, Terry Adair. Gary Whipple (interim Airport Manager) and Bob Carlton (Staff Advisor) were in attendance from St. Mary's County Department of Public Works and Transportation. Ten members of the airport community and public attended.
- II. MINUTES - The April draft minutes were approved as submitted.
- III. CHAIRMAN'S REPORT

The 29 May meeting was cancelled due to lack of a quorum.

The Chairman noted the update the Airport Rules remains with the County Attorney. Eric Pratson is drafting an Outline for the new proposed Standard Operating Procedures. The Chairman noted that the Annual Inspection conducted on 6 May revealed the airport to be in excellent condition with markedly fewer findings than past years.

- IV. PUBLIC COMMENTS

Several landowners from adjacent property that may be impacted by the Runway extension attended and had questions about how they might be impacted. Mr. Whipple indicated that there are no plans to purchase their land, however, their property might require avigation easements to potentially remove or top trees.

- V. DPW&T REPORT

The County Commissioner named new appointees Jimmy Hicks and Robert Lightstone and Andre Swygert as an Alternate.

The AWOS Radio is out of service and DPW&T is endeavoring to procure and install a replacement. It is anticipated that the AWOS Radio will be returned to service before September. DPW&T is investigating if a NOTAM is warranted.

Verizon has now been making significant progress in relocating telephone and internet cables which should permit the Airport Rd relocation to move forward.

The Request for Quotes for the Lawrence Hayden Road relocation (necessary to permit the Runway extension to the west) is posted and Bids are expected by 19 July.

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
26 June 2017 Minutes**



The draft update to the Tie Down Lease was presented. The AAC requested DPW&T to review the language with regard to self-fueling to ensure it is in agreement with the proposed Airport Rules update. Also the AAC requested the wording on Lease Terms be reviewed in order for aircraft owners to obtain the security of long term leases.

The Committee was unanimous in supporting the execution of the Lease Option for the Navy Annapolis Flying Center. NAFC has now received its FAA Part 141 certificate and continues to expand and improve its St Mary's services.

The proposed modification to the Permittee Agreement (which would permit third party aeronautical services such as maintenance in the demised area hangar areas) was presented. Mr. Reed indicated he anticipated no major issues, however the Lease Holders would require a review by their attorneys to ensure the updated language did not negatively impact their position. He proposed that the draft language permitting maintenance on the demised area ramps be modified to restrict use of the ramp area to those action that should not be performed in a hangar, such as run ups and transponder checks. Mr. Reed volunteered to coordinate a review and response by the other Lease Holders.

VI. FBO & LEASEHOLDER REPORTS

Mr. Reed indicated that they are attempting to "fast track" approval and construction of a 10,000 sq ft hangar and taxiway extension to permit hangaring of a DC-3 that will be based here to support a government project.

The local EAA Chapter held Young Eagle flights in June providing introductory flights to over 125 youngsters.

Mr. Reed indicated that they are endeavoring to hold an airport "Open House" on 14 October.

VII. NEW BUSINESS

The County is investigating the potential use of Unmanned Air Vehicles to determine where UAV use by the County might improve the County's functions.

VIII. NEXT MEETING –The next regular meeting is scheduled for 28 August 2017 at 6:00 PM.

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
3. Provide proposed updated Permittee Agreement at AAC (May mtg) – Complete

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
26 June 2017 Minutes**



4. Lease Holder review and response on proposed Permittee Agreement (Aug meeting)
5. Additional Windssocks and Anemometer Relocation
6. MetCom: Airport building hook-up

X. ADJOURNMENT- The meeting was adjourned at 7:39pm.

Submitted,

Ted Klapka

Ted Klapka

Secretary

Approved,

Erik Anderson

for Erik Anderson

Chairman