

**Airport Advisory Board Meeting (Monday, February 24, 2020)**

Generated by Allison Swint on Monday, February 24, 2020

**Members present**

James Alexander, Robert Lightstone, Ted Klapka, Carrie Kelly, Robert Zaorski

**Meeting called to order at 3:06 PM**

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman/Vice Chairman reports

Information: 2. PW&T Report

Information: 3. FBO Report

Discussion: 4. 50th Airport Anniversary Subcommittee

D. OLD BUSINESS

Action: 1. Approval of January 27, 2020 Meeting Minutes  
To approve the January 27, 2020 meeting minutes

Motion by Robert Lightstone, second by Robert Zaorski.

Final Resolution: Motion Carries

Yea: James Alexander, Robert Lightstone, Ted Klapka, Carrie Kelly, Robert Zaorski

Action: 2. Review/Update Action Item List  
To approve the Action Items

Motion by Ted Klapka, second by Robert Zaorski.

Final Resolution: Motion Carries

Yea: James Alexander, Robert Lightstone, Ted Klapka, Carrie Kelly, Robert Zaorski

E. NEW BUSINESS

Information: 1. Next business meeting 23 March 2020, 6PM

F. PUBLIC COMMENT

G. ADJOURN

**St. Mary's County Regional Airport  
Airport Advisory Board Meeting  
24 February 2020 Minutes**



The Airport Advisory Board (AAB) commenced its 24 February meeting at 6pm at the Airport Terminal.

A quorum of the Airport Advisory Board were present: Jim Alexander (Chair), Bob Lightstone (Vice Chair), Ted Klapka (Secretary), Carrie Kelly, and Bob Zaorski. John Deatruck and Allison Swint (Airport Manager) represented Department of Public Works & Transportation (DPWT). Five members of the airport business community and public were present.

**Chairman's Report:** The Chairman noted that the Rules documents were approved by the AAB last meeting, and presented to the County Commissioners on 28 January. There was a meeting with the County Attorney on 7 February and from that meeting it appeared the County would not propose any substantive changes to the documents before presenting them to the public for public comment. Ms. Swint indicated that DPWT would request permission of the County Commissioners to commence the public comment process on 25 February. She anticipated that the Commissioners would hold a public hearing on 17 March to hear comments and close the period for written comments on 24 March with a desire to present the documents to the Commissioners for adoption on 31 March. Annual Report was also submitted 28 Jan.  
**Vice Chairmen's Report:** Mr. Lightstone noted that EAA Chapter 478 held its February meeting at Atkinson Aviation and was very impressed with their maintenance offerings.

**DPWT Report:** Ms. Swint believes that the construction on Airport Road will be completed by the end of March. Work continues on Taxiway Alfa and indications are that it will be completed before 1 July. Food Trucks will begin to provide lunch service at the Terminal Building commencing 3 March on Tuesdays, Wednesdays and Thursdays from 11am-1pm. Mr. Deatruck indicated his department is investigating two potential property acquisitions or easements to facilitate access to the north side of the airport to facilitate development.

**FBO Report:** Fuel sales remain strong despite airport construction. The trees along the west end of Taxiway Alfa have been thinned to facilitate lines of sight for traffic between the West end and the T-Hangar Ramp area.

**50<sup>th</sup> Anniversary Committee Report:** State Senator Bailey and Delegate Crosby attended the February Fly-In Farmers Market. The movie "Airport" will be shown on 6 March at 7pm, with Sid Wood providing a short history of St Mary's County Airport at 640 pm. A VMC Club meeting followed by Wings Programs: a pilot forum with the DC FSDO, a brief on the FAA Wings training program and an Angle of Attack discussion, will occur on 14 March. A Fly-In Farmers Market will occur on 21 March. It was noted by a member of the public that the 50<sup>th</sup> Anniversary events have brought many new people to the airport. <https://www.stmarysmd.com/dpw/airport-operations/anniversary/>

The 27 January Meeting Minutes were unanimously approved. The Action Items were updated and are attached.

**New Business:** The Airport Innovation District Final Report was published by the County Department of Economic Development. It was noted that there is a lot to like in this report, but also some items of concern to airport development. Mr. Klapka requested that the AAB members review the report and that it be an agenda item for the AAB to discuss in March. The report is available at <https://www.yesstmarysmd.com/docs/Innovation%20District%20Master%20Plan%20Final%20Report.pdf>

The next meeting of the Board is scheduled for Monday 27 March at 6pm at the Airport Terminal Building. The meeting adjourned at 649pm.

Submitted,

Ted Klapka

*Secretary*

Approved,

Jim Alexander

*Chairman*

*Electronic*

*Electronic*

*Approved due to COVID-19 electronically*

St. Mary's County Airport Advisory Board  
Action Item List

Current: 2/24/20

Action Items as of 2/24/2020									
Action Item #	Status	Open Date	Due Date	Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
6	Open	x/xx/18	3/23/2020		AAC	DPWT	Install runway end windsocks (or streamers)	8/26/19: to be included in ALP update process	
7	Open	x/xx/18	3/23/2020		AAC	DPWT	Relocate Anemometer where it can provide more accurate runway winds (treeline blocks wind from north impacting reported winds on AWOS and aviationweather.gov)	8/26/19: to be included in ALP update process	
8	Open	x/xx/18	<b>3/23/2020</b>		AAC	DPWT	Review Wash Rack compliance with new MDE Regulation regarding runoff contamination; determine if formal mitigation is needed	<b>2/24/20: Maryland Environmental Services to meet with Airport Manager to discuss.</b>	
9	Open	x/xx/18	<b>4/27/2020</b>			DPWT	Procure ADS-B repeater system to improve safety and SA at 2W6; possibly co-share with KNHK?	Need to discuss with Pax Air Ops. 6/24/19: Klapka/Swint to meet with Pax and report at <b>Apr 2020</b> meeting.	
10	Open	x/xx/18	<b>3/23/2020</b>		AAB	DPWT, AAB	Develop strategy to update Master Plan (ALP and associated documents)	6/24/19: To be scheduled and addressed by AAB after Rules, SOP/Min Std are complete.	
13	Open	x/xx/18	<b>4/27/2020</b>			DPWT, NAS Pax	Improve deconfliction between Pax Rwy 14 Approach and 2W6, including AWOS language and updated Chart Supplement (formerly AFD) language	Discussion held with Pax Air Ops 12/3/18. RCO with NAS Pax? 6/24/19: Klapka/Swint to meet with Pax and report at <b>Apr 2020</b> meeting.	6/24/19: Klapka to provide proposed language. Klapka response that Draft SOP contains proposed language.
15	Open	12/3/2018	<b>4/27/2020</b>		Public	DPWT	Update airport website to be more current and organized		6/24/19: Continue to view and status as needed.
20	Open	6/24/2019	<b>4/27/2020</b>		AAB (Alexander)	DPWT	Investigate Courtesy Car for airport visitors	~ 6/12/19: Swint queried County Attorney; 7/9: County answer was no but DPWT suggested requesting direct to CSMC. 10/29/19: Letter sent from AAB Chair to CSMC, awaiting feedback.	Exploring donor car option, negative results so far. <b>County not averse to Courtesy Car. Donated Courtesy Car may have acknowledgement of donator (no advertising).</b>
23	Open	9/23/2019	<b>4/27/2020</b>		AAB (Klapka)	DPWT	Coordinate with Chesapeake Ranch and NAS Pax to develop procedures to use MD50 and NAS as divert fields when 2W6's Runway is fouled.		
24	Open	10/28/2019	<b>3/23/2020</b>		Public (Bob Hansen)	Public (Bob Hansen)	Explore Compass Rose at 2W6. Obtain info from The 99s.	10/28/19: Bob Hansen to provide info from 99s at January meeting. <b>2/24/20: Hansen did not attend Jan or Feb AAB meetings.</b>	
		Changes and New in <b>Bold Italics.</b>							