



**Monday, June 22, 2020
Airport Advisory Board Meeting**

THIS AGENDA IS TENTATIVE AND SUBJECT TO CHANGE WITHOUT NOTICE - TIMES ARE APPROXIMATE

A part or all of the meeting may be conducted in closed session

Meeting of: Airport Advisory Board

Location: Walter Francis Duke Terminal Building Conference Room, 44200 Airport Rd., California MD

Time: 6:00 p.m.

Due to social distancing guidelines, the Airport Advisory Board meetings are not open to the public. However, the public may listen to the meeting by calling 301-579-7236; Access code: 580720

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

1. Chairman/Vice Chairman reports
2. PW&T Report
3. FBO Report
4. 50th Airport Anniversary Subcommittee

D. OLD BUSINESS

1. Review/Update Action Item List

E. NEW BUSINESS

1. Next business meeting 24 August 2020, 6PM

F. ADJOURN

Appropriate accommodations for individuals with special needs will be provided upon request. In order to meet these requirements, we respectfully ask for one week's prior notice. Please contact Allison Swint at 301-475-4200, Ext. 73511.

All content of these proceedings is subject to disclosure under the Maryland Public Information Act.

**St. Mary's County Regional Airport
Airport Advisory Board Meeting
22 June 2020 Minutes**



The Airport Advisory Board (AAB) commenced its 22 June meeting at 6:03pm at the Airport Terminal with a telephonically conferenced meeting per County direction due to the COVID pandemic.

A quorum of the Airport Advisory Board were present or on the call: Jim Alexander (Chair), Bob Lightstone (Vice Chair), Ted Klapka (Secretary), Carrie Kelly, Bob Zaorski and Alternate Gerry Meyerman. John Deatrick and Allison Swint (Airport Manager) represented Department of Public Works & Transportation (DPWT). Four members of the airport business community were on the call.

Chairman's Report: The Chairman noted this meeting was being held telephonically in accordance with the County's Public Meeting Agency policy. The Commissioners of St Mary's County approved the AAB submitted Airport Rules, Minimum Standards and Standard Operating Procedures on 16 June 2020. No public comments were received by the CSMC. The Rules documents go into effect on 1 July 2020, with the Ramp Tiedown Fee increase being deferred to 1 January 2021. Albert Babcock and Gerry Meyerman's appointment to the Board expire 30 June but are expected to be extended for another term.

DPWT Report: Taxiway Alfa is now open to both runway ends but some construction still continues in the Runway 29 threshold area to complete final grooming and drainage. The Taxiway lighting is still in work. A new airport diagram with the renamed turnoffs from the runway to Taxiway Alfa is in progress. The turnoffs will be named A1, A2, ...etc. An FAA Grant of \$69K has been received due to the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the County Commissioners will hold a hearing on 7 July to determine what to fund with that Grant. The County now has a 2W6 Facebook page, <https://www.facebook.com/StMarys2W6/>.

FBO Report: 100LL Fuel is being sold at cost, \$3.89/gallon. S.Hunt Aero expects to break ground in about a month for another 12,000 sq ft hangar behind the ASEC hangar.

50th Anniversary Committee Report: Many anniversary events are now being held virtually or at a distance due to the pandemic. The EAA VMC club is now held virtually. EAA Chapter will be holding an open hangar event for airport tenants on 27 June. A Fly-In Farmers Market will again be held at arms length on 12 July.
<https://www.stmarysmd.com/dpw/airport-operations/anniversary/>

The 24 February Meeting Minutes had been previously approved via email on 4/20/20. The Action Items were updated and are attached. The Chairman emphasized that the action items are the primary work of the AAB and identifying and resolving issues should be the Board's focus.

New Business: The Airport Innovation District Final Report was briefly discussed and there was some concern that the Innovation District Report could conflict with the Airport Master Plan. John Deatrick indicated DPWT would develop a Plan of Action and Milestones for the extension or renewal of the Airport Master Plan and associated documents. One participant asserted that there are situations that conflict with the Federal Aviation Regulations that would preclude St. Mary's County Airport from being able to support commercial airline service despite a lengthened runway. A member indicated that he had spoken with Maryland Aviation Administration and MAA indicated that there were no such restrictions. At this point in time it is unclear if there are, or are not, restrictions that might preclude commercial airline service in the future. The Innovation District 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 24 August at 6pm. This may be another virtual meeting. The meeting adjourned at 7:04pm.

**St. Mary's County Regional Airport
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22 June 2020 Minutes**



Submitted,

Reviewed,

Approved,

Ted Klapka

Bob Lightstone

Jim Alexander

Secretary

Vice Chairman

Chairman

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

Current: 6/22/20

Action Item #	Action Items as of			Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
	Status	Open Date	Due Date						
6	Open	x/xx/18	TBD		AAC	DPWT	Install runway end windsocks (or streamers)	8/26/19: to be included in ALP revision process (see AI 10)	
7	Open	x/xx/18	TBD		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 revision process (see AI 10)	
8	Open	x/xx/18	8/24/2020		AAC	DPWT	Review Wash Rack compliance with new MDE Regulation regarding runoff contamination; determine if formal mitigation is needed	2/24/20: Maryland Environmental Services to meet with Airport Manager to discuss.	
9	Open	x/xx/18	8/24/2020			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 next meeting.	
10	Open	x/xx/18	TBD		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; 6/22/20: Per John Deatrick, county needs to do some work before AAB can address Master Plan (see AI 26).	
13	Open	x/xx/18	8/24/2020			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 next meeting.	6/24/19: Klapka to provide proposed language. Klapka response that Draft SOP contains proposed language.
15	Closed	12/3/2018	4/27/2020	6/22/2020	Public	DPWT	Update airport website to be more current and organized	6/22/20: The website is not significantly improved, but there is no plan to reorganize it and rather than keep this action open indefinitely it was agreed to close it.	6/24/19: Continue to view and status as needed.
20	Open	6/24/2019	8/24/2020		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; 6/22/20: Piedmont and Atkinson to provide courtesy car when pandemic allows; county may provide vehicle in future but none available now per John Deatrick	Exploring donor car option, negative results so far. County not averse to Courtesy Car. Donated Courtesy Car may have acknowledgement of donator (no advertising).
23	Open	9/23/2019	8/24/2020		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.	6/22/20: Tied to meeting with Pax Air Ops (AIs 9 & 13) but can start with MD50 (Bernie Wunder Airport Mgr)	
24	Open	10/28/2019	8/24/2020		Public (Bob Hansen)	Ted Klapka	Explore Compass Rose at 2W6. Obtain info from The 99s.	10/28/19: Bob Hansen to provide info from 99s at January meeting; 2/24/20: Hansen did not attend Jan or Feb AAB meetings; 6/22/20: POC change from Hansen to Klapka; he reports 99s no longer doing compass roses.	
25	Open	6/22/2020	8/24/2020		AAB (Alexander)	DPWT (Swint)	Update airfield diagram in Chart Sup, ForeFlight, etc. to show taxiway markings (makes construction NOTAMs much more useful)		
26	Open	6/22/2020	8/24/2020		AAB (Klapka)	DPWT (Swint)	Provide POA&M for Master Plan/ALP revision		