

Airport Advisory Board Meeting (Monday, January 25, 2021)

Generated by Allison Swint on Monday, January 25, 2021

Members present

Brian Barthelme Jr, James Alexander, Robert Lightstone, Albert Babcock, Robert Zaorski, George Hill, Henri Sahut

Meeting called to order at 6:00 PM

A. CALL TO ORDER

B. ROLL CALL

Members present: Alexander (Chair), Lightstone (Vice), Babcock, Barthelme, Hill, Sahut, Zaorski; Swint and Deatrick (DPW&T)

C. COMMITTEE REPORTS

Information: 1. Chairman/Vice Chairman reports Welcome two new members (Hill, Sahut); AAB roster updated; AAB meeting schedule on county website inaccurate; WINGS webinar AOA 2/16 7:00 pm

Information: 2. PW&T Report: Phase II construction starts 4/15; oil bowser available; FAA wants us to use \$69K CARES funding ASAP, have 2 quotes for terminal kitchen equipment; quotes for new airport consultant closed 1/22; new Project Manager position posted on county website; FOB policy being updated and will likely be added to SOP, too many FOBs out there, FOBs tied to insurance

Information: 3. FBO Report: No report

D. OLD BUSINESS

Action: 1. Approval of December 7, 2020 Meeting Minutes & Action Items
To approve the December 7, 2020 meeting minutes

Motion by Robert Lightstone, second by George Hill.

Final Resolution: Motion Carries

Yea: Brian Barthelme Jr, James Alexander, Robert Lightstone, Albert Babcock, Robert Zaorski, George Hill, Henri Sahut

Action, Discussion: 2. 2020 Airport Advisory Board Annual Report
To approve the 2020 Airport Advisory Board annual report

Motion by Robert Lightstone, second by Henri Sahut.

Final Resolution: Motion Carries

Yea: Brian Barthelme Jr, James Alexander, Robert Lightstone, Albert Babcock, Robert Zaorski, George Hill, Henri Sahut

Action, Discussion: 3. Officer Elections
To elect the 2021 AAB Officers

Motion by Henri Sahut, second by Albert Babcock.

Final Resolution: Motion Carries

Yea: Brian Barthelme Jr, James Alexander, Robert Lightstone, Albert Babcock, Robert Zaorski, George Hill, Henri Sahut

Discussion: 4. Review/Update Action Item list Action Item List was reviewed and updated

E. NEW BUSINESS

Information: 1. Next business meeting February 22 2021, 6PM

Information: 2. Elections held under Old Business

F. PUBLIC COMMENT

Hunting on airport by county-vetted volunteers appears to violate airport rules on firearms; Allison Swint will ask County Attorney for his interpretation.

G. ADJOURN

Airport Advisory Board Minutes – 1/25/2021 (virtual)

Meeting Start 6:00 pm

Members Present: Alexander (Chair), Lightstone (Vice), Babcock, Barthelme, Hill, Sahut, Zaorski

Others Present: Swint (DPWT), Deatrick (DPWT), 1 member of public

Chairman Report: Welcome two new members (Hill, Sahut); AAB roster updated; AAB meeting schedule on county website inaccurate; WINGS webinar AOA 2/16 7:00 pm

DPWT Report: Phase II construction starts 4/15; oil bowser available; FAA wants us to use \$69K CARES funding ASAP, have 2 quotes for terminal kitchen equipment; quotes for new airport consultant closed 1/22; new Project Manager position posted on county website; FOB policy being updated and will likely be added to SOP, too many FOBs out there, FOBs tied to insurance

FBO Report: None

12/7/2020 meeting minutes and action items approved unanimously (motion Lightstone/second Hill)

2020 AAB annual report to CSMC approved unanimously (motion Lightstone/second Sahut)

Annual officer elections were held, 2021 officers are Alexander (Chair), Lightstone (Vice), Hill (Secretary); motion Sahut/second Babcock

Action Item List was reviewed and updated

Public Comment: Hunting on airport by county-vetted volunteers appears to violate airport rules on firearms; Allison Swint will ask County Attorney for his interpretation

Meeting Adjourned 7:11 pm (motion Lightstone/second Hill)

Next Meeting: 2/22/2021, 6:00 pm (virtual)

Submitted by: Alexander (Chair)

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

Current: 1/25/21

| Action Items as of 1/25/2021 AAB Meeting | | | | | | | | | |
|--|--------|------------|-----------|------------|----------------------|--|--|--|--|
| Action Item # | Status | Open Date | Due Date | Close Date | Originator | Assignee(s) | Action Item | Status/Resolution | Follow-up |
| 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 | 2/22/2021 | | AAC | DPWT (Swint) | Review Wash Rack compliance with new MDE Regulation regarding runoff contamination; determine if formal mitigation is needed | 2/24/20: MD Environmental Services (MES) to meet with Airport Manager to discuss; 9/28: County needs to apply for wash rack permit, MES assisting with Notice of Intent to MD Dept of Environment (MDE); 10/26: no change; 12/7: no change; 1/25/21: no change | |
| 9 | Open | x/xx/18 | 2/22/2021 | | | DPWT (Swint), AAB (Hill, Zaorski), NAS Pax | 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; 10/26/20: no change; 12/7: no change; 1/25/21: Hill/Zaorski to replace Klapka | |
| 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 Deatrck, county needs to do some work before AAB can address Master Plan (see AI 26). | |
| 13 | Open | x/xx/18 | 2/22/2021 | | | DPWT (Swint), AAB (Hill, Zaorski), 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; 10/26/20: no change; 12/7: no change; 1/25/21: Hill/Zaorski to replace Klapka | 6/24/19: Klapka to provide proposed language. Klapka response that Draft SOP contains proposed language. |
| 23 | Open | 9/23/2019 | 2/22/2021 | | AAB (Klapka) | DPWT (Swint), AAB (Hill, Zaorski), NAS Pax | Coordinate with Cheasapeake 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); 10/26: Stoney says MD50 open for meeting, Ted to engage; 12/7: no change; 1/25/21: Hill/Zaorski to replace Klapka | |
| 24 | Open | 10/28/2019 | 4/26/2021 | | Public (Bob Hansen) | DPWT (Swint) | 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; 9/28: Ted to meet with Allison next week; 10/1: Ted & Allison identified location on west ramp, Allison checking with DPWT to see if they can survey and paint; 10/26: Allison awaiting response from DPWT; 12/7: DPWT has agreed to do, waiting for wx | |
| 25 | Open | 6/22/2020 | 4/26/2021 | | AAB (Alexander) | DPWT (Swint) | Update airfield diagram in Chart Sup, ForeFlight, etc. to show taxiway markings (makes construction NOTAMs much more useful) | 9/28/20: Allison waiting on as-builts from Delta; 10/26: no change; 12/7: no change; 1/25/21: Allison has as-builts, MAA to confirm taxiway layout in Apr inspection | |
| 26 | Open | 6/22/2020 | 2/22/2021 | | AAB (Klapka) | DPWT (Swint) | Provide POA&M for Master Plan/ALP revision | 9/28/20: County looking for new airport consultant (possibly two, one for planning/design & one for construction); ALP on hold until consultant situation resolved; 10/26: no change; 12/7: no change; 1/25/21: no change | |
| 29 | Open | 10/26/2020 | 2/22/2021 | | AAB (Klapka) | DPWT (Swint) | Investigate possible methods to remove Canada Geese on airport | 12/7/20: Allison to order pyros and screamers, should be here by 1/1/21; 1/25/21: order delayed, should be here by next mtg | |
| 30 | Open | 1/25/2021 | 2/22/2021 | | Public (Corey Smith) | DPWT (Swint) | Hunting on airport by county-vetted volunteers seems to violate Airport Rules on firearms. | 1/25/21: Allison to ask for County Attorney's interpretation. A change to the Rules ordinance requires CSMC approval. | |