

Airport Advisory Board Meeting (Monday, September 26, 2022)

Generated by Allison Swint on Monday, September 26, 2022

Members present

Robert Lightstone, James Alexander, Albert Babcock, Robert Zaorski, George Hill, Kevin Suggs

Meeting called to order at 6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman/Vice Chairman reports

Information: 2. DPW&T Report

Information: 3. FBO Report

Information: 4. Pax Air Ops Report

D. OLD BUSINESS

Discussion: 1. Airport Terminal Food Service Update

Action: 2. Approval of August 22, 2022 Meeting Minutes & Action Items
To approve the June 27, 2022 meeting minutes & action items

Motion by Robert Lightstone, second by Albert Babcock.

Final Resolution: Motion Carries

Yea: Robert Lightstone, James Alexander, Albert Babcock, Robert Zaorski, George Hill, Kevin Suggs

Discussion: 3. Review/Update Action Item list

E. NEW BUSINESS

Information: 1. Next business meeting October 24, 2022 at 6PM

F. PUBLIC COMMENT

G. ADJOURN

Motion to adjourn meeting at 6:45PM by Robert Lightstone, second by Robert Zaorski.

Final Resolution: Motion Carries

Yea: Robert Lightstone, James Alexander, Albert Babcock, Robert Zaorski, George Hill, Kevin Suggs

In Person Meeting at Regional Airport Terminal

Airport Advisory Board Minutes – 09/26/2022

Meeting Start: 6:00 PM

Members Present: Alexander (Chair), Lightstone (Vice-Chair), Hill (Secretary), Zaorski, Sahut, Suggs

Others Present: Swint (DPWT), Ken Reed,

Chairman

Please update the roster as needed.

Looking for more assistance in writing the Annual Report. Goal is to have the draft report ready for the Nov/Dec meeting. That meeting will be Dec 5th at the airport. Chairman will send the initial draft to those who volunteered to help.

Volunteers for assistance in updating the Annual Report were Lightstone, Hill, and Zaorski.

Chairman commented that Annual Report should be a good resource for new County Commissioners following the November election.

Chairman reminded members to pay attention to developments regarding Vertiport. This should be an issue regarding the airport and potential for a Vertiport to be located there.

DPWT Report (Swint, Airport Manager):

Construction update: environmental impacts of the discovered garbage dump have caused both time and money delays to the completion of the runway extension. Estimate for completion of trash removal is an additional \$2.5 Million. Now anticipate the extension will be completed by the end of 2023 which will include the runway, taxiway, and PAPI.

Pavement study of current runway is nearly complete by AECOM.

Deer hunting season for bow and arrow on the airport has begun. Approval process used for those desiring to hunt is to go through training and certification by NAS Pax River and use that documentation to obtain access to the airport.

Half of the furniture for the Pilot Lounge has been delivered. The remainder to be delivered by Sep 30.

Drone (Talon UAS) to be hung in the terminal and is being coordinated with appropriate players. Will hopefully be done soon.

FBO Report (Reed, S. Hunt Aero)

Construction on Building Z is ongoing and is going well. Anticipate completion prior to the end of the year. Building will be used by Airtec.

Speakers have been installed at the Blue Hangar enabling CTAF to be broadcast to visitors watching the traffic pattern.

Pax Air Ops Report: No one in attendance.

Old Business:

Airport Terminal Food Service Update: Building services for the county working on additional electrical outlets. Still need Health Inspection but anticipate that new food service may be open by Oct 10. Furniture for outdoor seating is on order. There was a discussion of security aspects of having the food service operation but it was noted that security should be adequate without being a deterrent to the overall objective of providing service to the community.

Approval of August 22, 2022 Meeting Minutes & Action Items: Motion to approve (Lightstone); seconded by (Hill). Approved.

Review/Update Action Item list completed.

New business: None

Public Comment: None

Meeting Adjourned: Motion by (Lightstone); second by (Zaorski). Adjourned at 6:45 PM

Next Meeting: October 24, 2022 6 PM

Submitted by: Hill (Secretary)

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

Current: 09/26/22

Action Item #	Status	Open Date	Due Date (do not change)	Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
<i>Action Items as of 09/26/2022 AAB Meeting</i>									
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 AIs 10, 26); 9/27/21: to be included in AECOM ALP revision process; 3/28/22: ALP expected to be top priority soon; 8/22/22: pavement mgmt study current top priority	
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 AIs 10, 26); 9/27/21: to be included in AECOM ALP revision process; 3/28/22: ALP expected to be top priority soon; 8/22/22: pavement mgmt study current top priority	
13	Open	x/xx/18	8/23/2021			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; 2/22: Bob Z reached out to Pax Air Ops; 3/22: no chg; Hill/Zaorski to map strategy; 4/26: no chg, suggestion was keep this a safety issue; John Deatrick offered to bring this mtg up at next mtg between Pax and CSMC; 6/28: mtg w/ Pax, LCDR Palmer open to working together on this; suggestion made to add Pax Air Ops rep to AAB as ad-hoc member and to add a VHF freq to Pax ATIS (see AIs 32 & 33); 9/27: Pax River Air Ops ad hoc member of AAB will help greatly with this, but still open; 10/25: Alexander to develop proposed Chart Sup language for review by LCDR Palmer; 12/6: Proposed Chart Sup language provided to LCDR Palmer on 11/3, he concurred. AAB voted to approve proposed language. Allison to submit to FAA for publication. 1/24/22: Allison to send to FAA shortly; 2/28: Allison to send to FAA this week; 3/28: Allison to send to FAA this week; 4/6: Allison submitted military info, other inputs later; 4/25: Other inputs submitted, will close task when all inputs reflected in Chart Sup; 8/22/22: need to resend Chart Supplement info; 9/26/22: still need to resend chart sup info to Allison (done 9/29/22)	6/24/19: Klapka to provide proposed language. Klapka response that Draft SOP contains proposed language. 12/6/21: Additional language to be recorded on AWOS; 3/1/22: safety info regarding mil traffic recorded on AWOS
24	Open	10/28/2019	8/23/2021		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; 4/26: Allison to talk to Ron; 8/23: Allison to followup with Ron or Donnie; 9/27: Joanna Williams of 99s contacted Allison, interested in doing this in Spring; 10/25: no chg; 12/6/21: review again in Feb 22; 1/24/22: presentation by Joanna Williams of 99s MD chapter, they are happy to do it, 2W6 just needs to provide paint, etc. Allison to suggest weekend in Apr-Jun; 2/28: rebar under ramp doesn't allow for compass rose, new plan is 1 yr delay, rose will be painted at new runup area at dep end rwy 11; 8/22/22: further delay likely due to runway construction delays; 9/26/22: now expecting Apr 2024	

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34	Open	6/28/2021	12/6/2021		AAB (Alexander)	Pax Air Ops, AAB	Update LOA on use of R-4007 to clarify procedures and update graphic	6/28/21: mtg w/ Pax, LCDR Palmer agreeable to update; 9/27: update in work per LCDR Palmer, will coord with AAB prior to signatures; 10/25: routing on base for admin, then sent to Allison for review by AAB per LCDR Palmer; 12/6/21: no chg; 1/24/22: LCDR Palmer says update was sent to Allison, some confusion on whether there were any changes or not, Allison to send to Alexander; 2/28: AAB owes markups to Navy; 3/28: draft with updates to be sent to LCDR Palmer in April; 4/25: still owe inputs to LT Hughes (LCDR Palmer's replacement), George/Jeremy to provide inputs? 6/27: LT Hughes working on simplifying, will send draft to AAB, then AAB provide edits and send to 2W6 community for their inputs/feedback; 8/22/22: no update, LT Hughes absent; 9/26/22: no update, LT Hughes absent	
35	Open	1/24/2022	2/28/2022		AAB (Alexander)	DPWT (Swint)	Explore brighter lights at terminal ramp/parking lot and FBO ramp	2/28/22: no update; 3/28: County made funding request today via Bipartisan Infrastructure Law, working with SMECO is also an option; RCS (Piedmont) is installing LED lights at fuel pump and FBO ramp; 4/25: Bldg Services to update all to LEDs by end of summer; fuel pump ramp light OK; 6/27: will close when county completes light installation; 8/22/22: Alison checking with Bldg Services on lights; 9/26: Bldg Services says "sometime in winter"	