

Airport Advisory Board Meeting (Monday, September 25, 2023)

Generated by Allison Swint on Monday, September 25, 2023

Members present

Henri Sahut, Robert Lightstone, James Alexander, George Hill, John Eid

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

Information: 5. DED AeroPark Updates

D. OLD BUSINESS

Action: 1. Approve August 28, 2023 Meeting Minutes & Action Items

To approve the June 26, 2023 meeting minutes & action items

Motion by Robert Lightstone, second by John Eid.

Final Resolution: Motion Carries

Yea: Henri Sahut, Robert Lightstone, James Alexander, George Hill, John Eid

Discussion: 2. Review/Update Action Item list

E. NEW BUSINESS

Information: 1. Next business meeting October 23, 2023 at 6PM

F. PUBLIC COMMENT

G. ADJOURN

Action: 1. Motion to adjourn

Motion to adjourn meeting at 6:31PM

Motion by Robert Lightstone, second by George Hill.

Final Resolution: Motion Carries

Yea: Henri Sahut, Robert Lightstone, James Alexander, George Hill, John Eid

In Person Meeting at Regional Airport Terminal

Airport Advisory Board Minutes – 09/25/2023

Meeting Start: 6:00 PM

Members Present: Alexander (Chair), Lightstone (Vice Chair), Hill (Secretary), Eid, Sahut

Others Present: Allison Swint (DPWT), Gary Whipple (DPWT), Jim Gotsch (DPWT), Chris Kaselemis (Economic Development), Ken Reed, Dave Stanton (RCS Services--FBO), Tony Capozzi (DPE), Tim Wilson (local pilot), Doug Dickens (Aviation Safety Officer, Naval Test Wing Atlantic)

Chairman's Remarks:

Second pitch for volunteers to work on Annual Report. Lightstone and Hill confirmed they would take lead.

DPWT Report: (Gary Whipple DPWT, Jim Gotsch DPWT, Allison Swint, Airport Manager)

Further work on ongoing procurement actions are with the Procurement Office. Solicitation for tree removal is under review. Five plots involved. Expect approval and issuance of solicitation soon. An email notification will be sent when solicitation is fully signed off.

Solicitation for five new lots is in Procurement Office. FAA has given grant approval assistance in advance to help the process. FAA has agreed to send money from additional source for final lot to be procured.

Environment impact statement undergoing public review. All comments due by 10/1. No opposition anticipated. Making preparation for solid waste removal with plans to start in November and finish in February.

Next action following solid waste removal is installation of 600 feet of storm drain on West end.

Final actions on taxiway extension should start in March 2024 and have duration of four weeks.

Completion of runway extension, placement and re-commissioning of PAPI, and final aspects of FAA grant is scheduled for August 2024.

Contract award for airport consultant may not be awarded to first selected contractor; proposed to FAA that second contractor on the list from the competition be awarded the contract if necessary.

Allison Swint (Airport Manager) Next meeting of Maryland Aviation Airport Managers will be held on 10/4.

A survey was released today asking for inputs regarding the pilot lounge, a proposed Flying Club, and any other items.

FBO Report, Ken Reed—AeroPark signage now completed and provides more professional appearance. Appreciative of work done by consultant.

Pax Air Ops Report: LCDR Hughes not present.

AeroPark Update: Chris Kaselemis announced The Patuxent Partnership (TPP) meeting next week on 10/4 0830 to 1030 in the USMSM Building titled “What’s Happening at AeroPark?”. Working to update appearance at the front of the Terminal. Next big step for AeroPark Innovation District will be monument signs to be erected. An AeroPark Board of Advisers was created today which includes the AAB Chairman. First meeting TBD.

Old Business: Approval of 8/28/23 Meeting Minutes and Action Items. Motion to approve as written. Motion (Lightstone); second (Eid). Approved.

New business: None

Public Comment: No comments provided.

Meeting Adjourned: Motion (Lightstone); second (Hill). Adjourned at 6:31 PM

Next Meeting: 10/23/23 6 PM

Submitted by: Hill (Secretary)

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

Current: 09/25/23

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 09/25/2023 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; 2/27/23: contract issues with AECOM, pavement mgmt study expected to take 4 months once resolved; 3/27: no change; 4/24: no chg; 6/26: no chg; 8/28: no chg; 9/25: AECOM still not on contract, may change to #2 choice consultant	
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; 2/27/23: contract issues with AECOM, pavement mgmt study expected to take 4 months once resolved; 3/27: no change; 4/24: no chg; 6/26: no chg; 8/28: no chg; 9/25: AECOM still not on contract, may change to #2 choice consultant	
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; 4/24/23: now expecting Apr 2025 due to runway delay	

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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; 10/24: Good discussion with LCDR Hughes, Alexander provide suggested edits for next mtg; 12/5: Hughes absent; 1/23/23: Alexander inputs delayed until Feb meeting; 2/27: Alexander submitted suggested edits to LCDR Hughes on 2/19, LCDR Hughes and staff reviewing; 3/27: LCDR Hughes needs County signatories, then will send final draft LOA. Final draft sent 4/19. 4/24: LCDR Hughes' intent was that the LOA only applied to 2W6 traffic pattern not all of R-4007, he will refine draft LOA and resend. 6/26: Revised LOA approved, LCDR Hughes will work signatures. 8/28: LCDR Hughes absent, no update. 9/25: LCDR Hughes absent but Allison reports LOA is agenda item for CSMC meeting tomorrow	
39	Open	4/24/2023	6/26/2023		Alexander	DPWT (Swint)	Develop plan for completion of pilot's lounge (furnishings, displays, decorations, cost, timeline, etc.). Terminal renovations completed May 2022 but pilot lounge still empty.	6/26/23: Allison to release survey to airport community for inputs. 8/28: Allison to send survey this week. 9/25: Survey sent today, awaiting feedback.	
40	Open	4/24/2023	6/26/2023		Sahut	DPWT (Swint)	Explore options to upgrade cell service at terminal bldg and hangars	6/26/23: Dave Stanton suggested call Verizon to get free internet extender. 8/28: Allison to call Verizon or ask tenant to request extender. 9/25: Allison to see Verizon box with Dave	