

Airport Advisory Board Meeting (Monday, October 23, 2023)

Generated by Allison Swint on Monday, October 23, 2023

Members present

Robert Lightstone, James Alexander, Robert Zaorski, Kevin Suggs, Sam Hughes, 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 September 25, 2023 Meeting Minutes & Action Items

To approve the September 25, 2023 meeting minutes & action items

Motion by Robert Lightstone, second by Kevin Suggs.

Final Resolution: Motion Carries

Yea: Robert Lightstone, James Alexander, Robert Zaorski, Kevin Suggs, Sam Hughes, John Eid

Discussion: 2. Review/Update Action Item list

E. NEW BUSINESS

Information: 1. Next business meeting December 4, 2023 at 6PM

F. PUBLIC COMMENT

G. ADJOURN

Action: 1. Motion to adjourn

Motion to adjourn meeting at 6:33PM

Motion by Robert Lightstone, second by John Eid.

Final Resolution: Motion Carries

Yea: Robert Lightstone, James Alexander, Robert Zaorski, Kevin Suggs, Sam Hughes, John Eid

In Person Meeting at Regional Airport Terminal

Airport Advisory Board Minutes – 10/23/2023

Meeting Start: 6:00 PM

Members Present: Alexander (Chair), Lightstone (Vice Chair), Eid, Suggs, Zaorski, LCDR Hughes (ex-officio member from NAS Pax River)

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

Chairman's Remarks:

The Pax Partnership sponsored an AeroPark update meeting at the USMSM on 10/4.

Noted that Hill, Lightstone, and Zaorski have volunteered to work the Annual Report. The report will be approved and sent to the St Mary's commissioners after the January 2024 meeting.

Elections for positions on the AAB are coming up. Anyone interested in volunteering for the position of Chairman, Vice Chairman or Secretary please let Allison Swint know.

Dr. Rebecca Bridgett, former County Administrator 2013-2022, recently passed away.

DPWT Report: Jim Gotsch DPWT, Allison Swint, Airport Manager

Environment impact statement undergoing public review and has been completed. No impact. Solid waste removal should start in November and finish in February.

In February, 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. This will require NOTAMs for period of time while the work is ongoing.

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

Contract award to AECOM has been completed. The first effort will be the pavement study.

Work to update the area in front of the terminal is to begin soon.

Allison Swint (Airport Manager): The MAC (Maryland Aviation Council) quarterly meeting (which can be watched on Zoom) was held 10/4. A key note from the meeting is the potential acquisition of a system that will track the aircraft activity at the airport. The next meeting will be 12/6.

The next Maryland Regional Aviation Conference will be next June in Ocean City, MD.

Survey inputs regarding the pilot lounge were received. Majority results were to have Flight planning capability, lounge place to hang and provide for crew rest. Action is to proceed and work budget for TV, internet, recliners, etc.

FBO Report – No Reports

Pax Air Ops Report: LCDR Hughes – The LOA is on Commanding Officer's desk. Expect it will be signed by the end of this week.

AeroPark Update: No report

Old Business: Approval of 9/25/23 Meeting Minutes and Action Items. Motion to approve as written. Motion (Lightstone); second (Suggs). Approved.

Action items reviewed and updated (see Action Item List spreadsheet).

New business: None

Public Comment: No comments provided.

Meeting Adjourned: 6:44 PM. Motion (Lightstone); second (Zaorski).

Next Meeting: 12/4/23 6 PM

Submitted by: Lightstone

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

Current: 10/23/23

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 10/23/2023 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; 10/23: AECOM nearly on contract	
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; 10/23: AECOM nearly on contract	
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; 10/23: may move up to Fall 2024 if runway completed in August	

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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; 10/23: LOA on Pax CO's desk, expected to be signed this week, Allison to post on website, review at Dec meeting	
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; 10/23: 15 responses to survey, focus on flight planning, hangout, crew rest; can proceed as budget allows with TV and recliners	
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; 10/23: Allison viewed Verizon extender box, coordinating with county IT	