

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

Generated by Allison Swint on Monday, October 25, 2021

Members present

James Alexander, Robert Lightstone, Gerald Meyerman, Robert Zaorski, George Hill, Henri Sahut

Meeting called to order at 6PM

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman/Vice Chairman reports

Information: 2. PW&T Report

Information: 3. FBO Report

Information: 4. Pax Air Ops Report

D. OLD BUSINESS

Discussion: 1. Review Proposed SOP Updates

Action: 2. Approve August 23, 2021 meeting minutes
To approve the August 23, 2021 meeting minutes

Motion by Robert Lightstone, second by George Hill.

Final Resolution: Motion Carries

Yea: James Alexander, Robert Lightstone, Gerald Meyerman, Robert Zaorski, George Hill, Henri Sahut

Action: 3. Approve September 27, 2021 meeting minutes
To approve the September 27, 2021 meeting minutes

Motion by Robert Lightstone, second by Henri Sahut.

Final Resolution: Motion Carries

Yea: James Alexander, Robert Lightstone, Gerald Meyerman, Robert Zaorski, George Hill, Henri Sahut

Discussion: 4. Review/Update Action Item list

E. NEW BUSINESS

Information: 1. Next business meeting December 6, 2021 at 6PM

F. PUBLIC COMMENT

G. ADJOURN

Action: 1. Motion to adjourn

I move to adjourn the meeting at 7:03PM

Motion by Robert Lightstone, second by Henri Sahut.

Final Resolution: Motion Carries

Yea: James Alexander, Robert Lightstone, Gerald Meyerman, Robert Zaorski, George Hill, Henri Sahut

Airport Advisory Board Minutes – 10/25/2021

Meeting Start 6:00 pm

Members Present: Alexander (Chair), Lightstone (Vice), Hill (Secretary), Sahut, Zaorski (phone), Meyerman (alternate), LCDR Palmer (ex-officio)

Others Present: Swint (DPWT), Deatrick (DPWT), Ken Reed, Pat Weaver, Dave Stanton (phone)

Chairman Report:

- USMSM new SMART building had grand opening ceremony on 10/15; research begins Jan 2022. AeroPark Innovation District signs are up. AeroPark businesses meeting on 11/4 to determine interest in forming a business association.
- Youth in Aviation SOMD in work with NAACP and East Coast Chapter Tuskegee Airmen regarding training opportunities for local youth. Phase 1 plan includes tours at airport on 11/20, tours on base and at Pax River Museum on 12/4, and local flights on 12/11 for up to 20 participants. Follow on free Phase 2 ground school training and Phase 3 free 15 hours of flight training is an option in early 2022. Looking for corporate sponsorship that could run to \$25,000.
- 2021 Annual Report is underway. Vote will be conducted during Jan 2022 meeting. Expect review of goals and objectives of AAB prior to submission of Annual Report at Dec meeting.
- Annual election of AAB officers at the Jan 2022 meeting. If interested in Chair, Vice Chair, or Secretary positions please contact Allison Swint.

DPWT Report (Swint, Airport Manager):

- Construction—airport and terminal – both projects underway but behind schedule. Phase 3 (runway extension) will start on time in spring with potential for a portion of Phase 2 to finish late. Displaced threshold will be terminated on 11/30, on schedule to meet this. Challenges with runway involve trash discovered during grading. Testing underway on effluent and material in the old dump found early on. AECOM working on pavement analysis regarding condition of the old section of runway as it connects to the new extension and its increased strength.
- Events may have to be moved or rescheduled if there are delays in terminal renovation. John Deatrick (Director DPWT) stated that the conference room will receive video conferencing in the future, no target date specified.
- Dave Gately (new hire maintenance tech) working on cleaning up fence line areas – noticeable effect. Also working on repainting spots on the parking ramp. Mention of potential for giving away Charlie Brown Christmas trees that may become available.

FBO Report (Reed, S. Hunt Aero; Stanton, AIRtec/Piedmont):

- Terminal and gates locked again due to recent security incidents which required police response. Question about whether funding is available to install more cameras for surveillance and forensics. Security is receiving more emphasis.

Pax Air Ops Report (LCDR Palmer): Nothing to report.

Old Business:

- Reviewed Allison Swint's proposed changes to airport SOP and provided additional comments. Items reviewed included wash rack changes, gate fob policy, and related administrative items. Ken Reed brought up some other SOP items for review. Vote on proposed SOP update was deferred because new items brought up during the meeting were not available for review by the full Board. Allison Swint will provide a new draft SOP for review and vote at the 12/6 meeting.

- Meeting minutes from 8/23/21 approved unanimously (motion Lightstone/second Hill).

- Meeting minutes and action items from 9/27/21 approved unanimously (motion Lightstone/second Sahut).

- Action Item List was reviewed and updated (see attached). Progress being made.

New business: None.

Public Comment: None.

Meeting Adjourned: 7:06 pm (motion Lightstone/second Hill).

Next Meeting: 12/6/2021 at 6 pm (in person).

Submitted by: Hill (Secretary)

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

Current: 10/25/21

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 10/25/2021 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	
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	
8	Open	x/xx/18	8/23/2021		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 chg; 1/25/21: no chg; 2/22: no chg; 3/22: no chg; 4/26: permit submitted, water sample to be taken 5/12; 8/23: permit for wash rack received, wash rack in compliance	8/23/21: SOP update to reflect wash rack and MX area
9	Open	x/xx/18	8/23/2021			DPWT (Swint), AAB (Hill, Zaorski)	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; 2/22: Bob Z reached out to Pax Air Ops; 3/22: no chg; Hill/Zaorski to map strategy; 4/26: no chg; 6/28: mtg w/ Pax, Navy has no need for ADS-B repeater; ADS-R may be an option for 2W6, need to explore further; Pete Lehmann from TCAS Analytics is SME; 8/23: ADS-R brief from Pete Lehmann postponed to Sep mtg; 9/27: ADS-R vs TIS-B brief from Pete Lehmann, he is looking into more details; 10/25: no chg	4/26/21: uAvionix PingStation2 may be solution? Just \$1750. No go, a closer look shows this is an ADS-B receiver not a repeater.
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	6/24/19: Klapka to provide proposed language. Klapka response that Draft SOP contains proposed language.

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

Current: 10/25/21

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	
25	Open	6/22/2020	8/23/2021		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 during inspection 4/15/21; 4/26: as-builts confirmed by MAA, submitted to FAA; 8/23: Allison needs to relook; 9/27: no chg; 10/25: Allison working with FAA, hopefully published in Jan 22	
29	Open	10/26/2020	8/23/2021		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; 2/22: order in progress; 3/22: ordered, not yet rec'd; 4/26: not ordered yet; 8/23: pyros/screamers in possession, airport mx tech to be hired 9/2; 9/27: Allison to train David Gately; 10/25: pyros/screamers in truck, David to be trained by 11/30	
30	Closed	1/25/2021	8/23/2021	10/25/2021	Public (Corey Smith)	DPWT (Swint), AAB (Hill/Zaorski) to assist w/ SOP	Hunting on airport by county-vetted volunteers seems to violate Airport Rules on hunting/firearms.	1/25/21: Allison to ask for County Attorney's interpretation. A change to the Rules ordinance requires CSMC approval. 2/22: County Attorney says vetted volunteer hunters are acting in official capacity, no change needed to Airport Rules	2/22/21: Update SOP to clarify, and also specify how people can volunteer; 3/22: SOP update in work; county wildlife plan says can't hunt geese until 4/1, deer hunting over until 9/1; 4/26: awaiting SOP update until gate fob policy is ready (see AI 31); 9/27: no volunteer hunters, SOP update in work; 10/25: no need for reference in SOP
31	Open	3/22/2021	8/23/2021			DPWT (Swint), AAB	Review draft gate fob policy to be added to SOP	4/8/21: sent Allison's draft fob policy to AAB; 4/26: Allison to send updated version; 8/23: no progress but still intend to add policy to SOP; 9/27: Allison to send red-lined SOP to AAB by mid-Oct; 10/25: new issues brought up which weren't available for review in advance by the AAB, Allison to send revised SOP draft for vote at the 12/6 meeting	
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	