

Airport Advisory Board Meeting (Monday, April 24, 2023)

Generated by Allison Swint on Monday, April 24, 2023

Members present

Henri Sahut, Robert Lightstone, James Alexander, Albert Babcock, George Hill, 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

Discussion: 1. Review updated draft LOA for R-4007 access

Action, Minutes: 2. Approve March 27, 2023 Meeting Minutes & Action Items
To approve the February 27, 2023 meeting minutes & action items

Motion by Robert Lightstone, second by George Hill.

Final Resolution: Motion Carries

Yea: Henri Sahut, Robert Lightstone, James Alexander, Albert Babcock, George Hill, Kevin Suggs, Sam Hughes, John Eid

Discussion: 3. Review/Update Action Item list

E. NEW BUSINESS

Information: 1. Next business meeting June 26, 2023 at 6PM

F. PUBLIC COMMENT

G. ADJOURN

Motion to adjourn meeting at 6:57PM made by Robert Lightstone, second by Henri Sahut.

Final Resolution: Motion Carries

Yea: Henri Sahut, Robert Lightstone, James Alexander, Albert Babcock, George Hill, Kevin Suggs, Sam Hughes, John Eid

In Person Meeting at Regional Airport Terminal

Airport Advisory Board Minutes – 04/24/2023

Meeting Start: 6:00 PM

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

Others Present: Allison Swint (DPWT), Gary Whipple (DPWT), Ken Reed, Pat Weaver, Tony Capozzi (DPE), Tim Wilson (local pilot)

Chairman's Remarks:

Maryland Aviation Council (MAC) had open meeting via Zoom on April 12 and next quarterly meeting is in July.

Start planning now for open forum with NAS Pax River for information exchange.

AeroPark Business Alliance meeting held on April 13 to address signage.

DPWT Report: (Swint, Airport Manager; Gary Whipple)

Construction that completed the fence repair is now doing clearing of shrubs and debris along the outside of the fence beginning on the RWY 29 end.

Contracts for obstruction removal are in bid document preparation phase. RFP should go out in early May.

Three real estate acquisitions will go to Commissioners tomorrow for grant application for reimbursements.

Environmental assessment should be complete by Sep/Oct.

Taxiway will be major focus of this year's construction period. Solid waste removal will be first step. Expect updates during each AAB meeting. Anticipate that completion of runway extension will be at the end of paving season in 2024.

New contractor (AECOM) is working legal review of outstanding contractual issues to initiate contractual support. First order of business will be pavement study.

MAA annual inspection April 6. Working repairs on Taxiway Alpha.

May 11 will be meeting with DNR and hoping to resolve deer permit issues.

MAC Regional Aviation Conference in Ocean City in June.

FBO Report, (Ken Reed, S. Hunt Aero)

SCIF will have foundation poured in next month and completion expected in July.

Pax Air Ops Report: LCDR Hughes: Changes made to have 2500 feet on downwind for GCA pattern.

Reviewing updates provided by FAA regarding RNAV runway 11 changes. A few minor corrections will be added.

AeroPark Updates: Signage brief provided to attendees of April 13 meeting.

Terminal updates to include landscaping being worked by DPWT.

Old Business: Approval of March 27, 2023, Meeting Minutes & Action Items. Motion to approve as written (Lightstone); second (Hill). Approved.

Discussion of revision of LOA. The current draft is written too broadly, the intent is only to address R-4007 access while in the traffic pattern at 2W6. One more revision will be undertaken to make more clear what limitations are intended and will be enforceable. This revision should take no more than a few days. Final review to be conducted at June meeting with potential for voting.

Review/Update Action Item list (see spreadsheet).

New business: NTR

Public Comment: Next meeting will be held after the AUVSI Student UAS Competition, 19-23 June. Dissemination of schedule and potential impacts to normal airport operations will be important.

Meeting Adjourned: Motion (Lightstone); second (Sahut). Adjourned at 6:57 PM

Next Meeting: June 26, 2023 6 PM

Submitted by: Hill (Secretary)

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

Current: 04/24/23

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 04/24/2023 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	
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	
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	
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.	

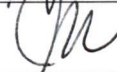



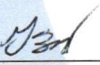
St. Mary's County Airport Advisory Board
Action Item List

Current: 04/24/23

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38	Open	3/27/2023	4/24/2023		DPWT (Swint)	DPWT (Swint)	Explore safety issues with Pax wing safety officer Doug Dickinson. Doug contacted Allison via voicemail.	3/27/23: Allison to invite Doug to Apr meeting; 4/24: Allison unable to contact Doug, his voicemail is full and don't have his email.	
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.		
40	Open	4/24/2023	6/26/2023		Sahut	DPWT (Swint)	Explore options to upgrade cell service at terminal bldg and hangars		

Airport Advisory Board Sign In Sheet
 April 24, 2023

Name **Initials** **Organization** **E-Mail or Phone #**

Jim Alexander		AAB Chairman	(on-file)
Bob Lightstone		AAB Vice Chairman	(on-file)
George Hill		AAB Secretary	(on-file)
John Eid		AAB Member	(on-file)
Albert Babcock		AAB Member	(on-file)
C.T. Sahut		AAB Member	(on-file)
Kevin Suggs		AAB Member	(on-file)
Robert Zaorski		AAB Member	(on-file)
<u>County Staff:</u>			
Jim Gotsch		Director DPW&T	(on-file)
Allison Swint		Airport Manager	(on-file)
Gary Whipple		Deputy Director, DPW&T	(on-file)
Ken Reed		S. Hunt Aero, LLC	(on-file)
Pat Weaver		S.M. Hangars, Inc.	(on-file)
Dave Stanton		Piedmont Flight Center	(on-file)