

## **Airport Advisory Board Meeting (Monday, January 27, 2025)**

*Generated by Allison Swint on Monday, January 27, 2025*

### **Members present**

Robert Zaorski, George Hill, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Matt DiMarco

### **Meeting called to order at 6:03 PM**

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman Report

Reminders: If you were on the board 2024, recognition is Feb 11th at 8:30am. Please RSVP to Diane Gleissner.

Mentioned Comprehensive 2050 and listening sessions. Airport will be discussed in AeroPark with DED and with DPW&T.

Information: 2. DPW&T Report

Discussed mulch fire and impacts to airport and pilots.

Update on Twy lights - potentially 5 months and \$32k to repair.

Information: 3. FBO Report

Nothing to report

Information: 4. Pax Air Ops Report

No report

Information: 5. DED AeroPark Update

Consultants to provide an update to the AeroPark Innovation District Master Plan; have quote, looking for funding. Working on sign plan (branding and wayfinding), installing. Monument sign is separate from branding/wayfinding.

### **D. OLD BUSINESS**

Action, Minutes: 1. Approve October 28, 2024 and December 2, 2024 Meeting Minutes & Action Items

Motion to approve the October 28, 2024 and December 2, 2024 meeting minutes & action items

Motion by Robert Zaorski, second by Charles Stickney.

Final Resolution: Motion Carries

Yea: Robert Zaorski, George Hill, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Matt DiMarco

### **E. NEW BUSINESS**

Discussion: 1. Review/Update January Action Item list

No significant changes to items.

New action item - monitor purchase and installation of the AWOS. AAB would like awareness of progress.

New action item - would like awareness of project timeline

Action, Information: 2. 2024 Annual Report

Motion to approve the 2024 Annual Report with the review of the FAAST event and formatting and then forward to the Commissioners of St. Mary's County.

Motion by Charles Stickney, second by Christopher Fuller.

Final Resolution: Motion Carries

Yea: Robert Zaorski, George Hill, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Matt DiMarco

Discussion, Information: 3. Discussion of letter sent to Commissioners from Mike Skrabacz

Discussion

Action: 4. 2025 Officer Election

Motion to approve George Hill as Chairman, Charles Stickney as Vice-Chair and Matt DiMarco as Secretary.

Motion by Christopher Fuller, second by Robert Zaorski.

Final Resolution: Motion Carries

Yea: Robert Zaorski, George Hill, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Matt DiMarco

Information: 5. Next business meeting February 24, 2025 at 6PM

F. PUBLIC COMMENT

G. ADJOURN

Action: 1. Motion to adjourn

Motion to adjourn meeting at 7:22pm

Motion by Charles Stickney, second by Christopher Fuller.

Final Resolution: Motion Carries

Yea: Robert Zaorski, George Hill, Adam Osborne Jr, Charles Stickney, Christopher Fuller

In Person Meeting at Regional Airport Terminal

Airport Advisory Board

Minutes –01/27/2025

Meeting Started: 6:02 PM

Accomplished ROLL Call: (\* Attended)

Board Members:

Chair	Vice Chair	Sec					
*Hill	*Stickney		Babcock	*Fuller	*Zaorski	*Osborne	*Dimarco

County Staff

DPW&T	DED
*Swint	*Stormont

Others

*Reed-SM Structures	*Tim Wilson— Ready 9	*Dickens – NTWL Safety	*Weaver - FBO
------------------------	-------------------------	---------------------------	---------------

**Chairman's Remarks:**

Reminders

- St. Mary's County volunteer appreciation meeting at Baldrige Building on 11 February.
- AAB meeting sign-in reminder for annual record of attendance and reminder of reporting procedure for missing three meetings in a row.
- St. Mary's 2050 - George attended a meeting. Further meetings taking place to formulate new county comprehensive plan. Allison Swint and Catherine Stormont added context and additional information. George said he was told the AeroPark Innovation District will be within the county plan.

**DPWT Report:**

- Allison Swint noted an issue with an electrical regulator in the vault that causes taxiway lights to stop working. Potential repair is 5-6 months out and approximately \$32,000. Taxiway lights are NOTAMed inoperative.
- Discussion about possible NOTAM to address low visibility due to a mulch fire at the approach end of Runway 11. Local Flight Service Station (FSS) denied a NOTAM and recommended to talk to Washington Center about a Temporary Flight Restriction which does not seem a viable path either. Further coordination with county administration, emergency services, and Washington Center (possibly) and property owners will take place. Allison Swint will send a note to airport distribution list to notify about the conditions and that the fire may last longer than the projected 1-2 weeks. Bob Zaorski recommends further engagement with county administrators to offer input on risk assessment and airport impacts.

**FBO Report** – Pat Weaver: nothing to report

**Pax Air Ops Report:**

LCDR Hughes – not present.

Doug Dickens NTWL- nothing to report

**Department of Economic Development:**

Katherine Stormont - Torti Gallas consulting firm has been contacted regarding an update to the AeroPark Innovation District. Proposal received and working funding request. Waiting to hear back on funding timing. Plan is to start the update by Spring '25. In the plan will be new signage within the airport / AeroPark campus. (An airport monument sign is a different budget item and real estate at intersection of 235 / airport road is not owned by the county. Property purchase is an ongoing process. Option is to move sign slightly north on 235 at some county owned land. Sign is fairly expensive and is outside DED and DPWT budget reality).

**-Old Business:** October and December AAB meeting minutes copies were sent to all members in advance of meeting. No comments on the minutes by any member. Bob Zaorski made motion to approve as submitted. Stickney seconded. All in favor.

**Action item review:**

- Hill reviewed Active action items #39, #40 and #42 (no change)

**New Business:**

- January 2025 action items. Only 3 items on the current list. Ken Reed has investigated some signal boosting cover for cell phones. More to follow.
- Recommend new action items from George Hill: Monitor budgeting and installation of new AWOS scheduled for next year. Allison Swint gave update - county will normally get three quotes, although only two companies in the country install AWOS systems. One quote has been received, still waiting on the other. Allison will inquire as to lead times.
- Recommend new action items from Chris Fuller. Monitor progress of taxiway light repair.
- Recommend new action items from Bob Zaorski about engagement on the fire. Allison recommends letter to Diane Gleissner at St. Mary's County government about concern with fire / smoke.
- George Hill on annual report. George asks for any additional comment. No comments.
- George Hill discussed what was removed from this year's report to narrow its scope to areas where the AAB is directly involved.
- Chuck Stickney motioned to accept Annual Report (version 5) as submitted by George Hill with only format edits and possible removal of FAAS team safety meeting that may have not taken place. Chris Fuller seconded. All in favor.
- The board and members of the public addressed airport and surrounding area safety concerns in an email written from former AAB board member Mike Skrabacz to Diane Gleissner. The letter was read, and it addressed growth around the airport. (Letter attached). Discussion centered around in-place FAA processes for obstruction and airport analysis. If the letter is routed through the commissioners, it will likely end up with Allison Swint for response. AAB will provide input if requested.
- AAB officer board elections were held: Fuller makes motion to approve George Hill as Chairman, Chuck Stickney as Vice Chairman and Matt Dimarco as Secretary. Bob Zaorski seconds. All approve.

**Public Comments: None**

Request to Adjourn motion made by Stickney, Seconded by Fuller. Meeting adjourned at 7:20 PM

Next meeting will be held at 6:00 24 Feb at the Duke Terminal, St. Mary's County airport.

Action Item #	Status	Open Date	Due Date (do not change)	Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
<b>Action Items as of 12/04/2023 AAB Meeting</b>									
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; 12/4/23: AECOM on contract, pavement study and property map update are first priority 02/24/24 No change. <b>MONITOR 9/30/24</b>	
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; 12/4/23: AECOM on contract, pavement study and property map update are first priority.02/24/24 No change. <b>MONITOR 9/30/24</b>	

Action Item #	Status	Open Date	Due Date (do not change)	Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
24	Open	#####	#####		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	
39	Open	4/24/2023	#####		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; 12/4/23: no change. 02/24/24 No change. 8/26/24 Further action pending decision made by DED regarding terminal seating arrangements. 09/30/24 Furniture for pilot's lounge included in shipment coming to DED. Arrival of the furniture has been delayed but should arrive soon.	

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

Current: 12/4/23

Action Item #	Status	Open Date	Due Date (do not change)	Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
40	Open	4/24/2023	#####		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; 12/4/23: no change. 8/26/24 Ken Reed volunteered to assist in identifying "extender" to be placed at the terminal.	
41	Open	12/4/2023	#####		Alexander	DPWT (Swint)	Ask CSMC to request from Pax CO that Doug Dickens, Aviation Safety Officer Naval Test Wing Atlantic, be added as an ad hoc member of the AAB to complement LCDR Hughes. This would further improve communications and safety between military and civilian air traffic.	02/24/24 Should be closed when formal approval received. 08/26/24 Action item not closed due to final documentation not received regarding approval for Doug Dickens to serve as an ExOfficio member of the Board.	