

Airport Advisory Board Meeting (Monday, August 24, 2020)

Generated by Allison Swint on Monday, August 24, 2020

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

Discussion: 4. 50th Airport Anniversary Subcommittee

D. OLD BUSINESS

Information: 1. June 22, 2020 Meeting Minutes

Discussion: 2. Review/Update Action Item List

E. NEW BUSINESS

Information: 1. Next business meeting 28 September 2020, 6PM

F. PUBLIC COMMENT

G. ADJOURN

**St. Mary's County Regional Airport
Airport Advisory Board Meeting
24 August 2020 Minutes**



The Airport Advisory Board (AAB) commenced its 24 August meeting at 6:03pm with a telephonically conferenced meeting per County direction due to the COVID pandemic.

A quorum of the Airport Advisory Board was present or on the call with Bob Lightstone chairing this meeting with Ted Klapka (Secretary), Bob Zaorski, Alternate Gerry Meyerman, Albert Babcock and Bryan Bartheleme. John Deatrick and Allison Swint (Airport Manager) represented Department of Public Works & Transportation (DPWT). Two members of the airport business community were on the call.

Chairman's Report: Bob Lightstone noted this meeting was being held telephonically in accordance with the County's Public Meeting Agency policy. Carrie Kelly resigned from the Board effective 31 July 2020 to move to Wisconsin. Allison Swint noted that the County does not plan to appoint any new members until the normal annual appointments with the new year.

The June Meeting Minutes and Action Items had been previously approved via email.

DPWT Report: Construction Phase 1, Airport Road, Taxiway Alfa and the West Ramp are essentially complete except for punch list items. Phase 2 has been awarded to Penn Avenue construction and is anticipating a September start. The Runway extension construction is expected to start in late Spring. The Terminal Building renovation is expected to start in late December or January for a period of 4 to 6 months.

DPWT is investigating Wash Rack requirements caused by changes in Maryland Environmental Regulations and is investigating obtaining a Waste Oil Bowser for the convenience of the airport tenants. DPWT has presented a Draft Request for Proposals to FAA and MAA for selection of two Airport Consultant companies. Intent is to have continuous competition for task orders in order to receive the best efforts from the Consultants. Delta is performing "pen & ink" changes to the Airport Layout Plan (ALP) in order to capture the current configuration of the airport. That ALP is expected to be complete by early October. DPWT is preparing an RFP for connection of Airport Road to Lawrence Hayden Road. DPWT is investigating how best to build hangars on the West Ramp. The Airport Master Plan update will investigate how best to improve the East and Northside of the Airport. The \$69K in CARES funding mentioned last month has not been allocated to St Mary's County so no decision on its use has been made.

John Deatrick noted that he planned to request permission from the County Commissioners to realign and combine Airport and Transportation operations within his department and that he planned to request Commissioners' permission to appoint Allison Swint as Deputy Director of that combined organization. The AAB unanimously passed a resolution supporting appointment of Ms. Swint to that position.

FBO Report: 100LL Fuel continues to be sold at cost, \$3.89/gallon. S. Hunt Aero has made considerable progress on two large hangers (Z and AA) and is commencing Hangar AA's structure. Hangar Z has been graded and the pad built but further construction will await an occupancy commitment. Ken Reed noted that Insurance Costs have rising dramatically which is being flowed down to an increase in hangar rents. Atkinson Aircraft Maintenance is busy and anecdotal evidence indicates high satisfaction from its customers. Atkinson plans to add a Garmin dealership to its avionics capability.

50th Anniversary Committee Report: The planned September Fly in Breakfast and WINGS event are canceled due to the pandemic. Ken Reed is investigating if a more local event might be held with EAA in lieu of the planned October Open House. A Fly-In Farmers Market will again be held at arms length on Labor Day weekend. Allison Swint noted that Event Plans have to be approved by the County Health Dept.

**St. Mary's County Regional Airport
Airport Advisory Board Meeting
24 August 2020 Minutes**



The following website shows 50th anniversary planning <https://www.stmarysmd.com/dpw/airport-operations/anniversary/>

Action Item due dates in August have been slipped to next planned meeting date, 28 September due to pandemic impacting interaction necessary to close the action items.

There was no public comment but it was noted that the public is invited to dial-in using the same dial-in number as the AAB.

The next meeting of the Board is scheduled for Monday 28 September at 6pm. This will likely be another virtual meeting. The meeting adjourned at 6:43pm.

Submitted,

virtual

Ted Klapka

Secretary

Reviewed,

virtual

Bob Lightstone

Vice Chairman

Approved,

Jim Alexander

Jim Alexander

Chairman