

Airport Advisory Board Meeting (Monday, December 4, 2023)

Generated by Allison Swint on Monday, December 4, 2023

Members present

Henri Sahut, Robert Lightstone, James Alexander, Albert Babcock, Robert Zaorski, George Hill, Kevin Suggs, 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

AeroPark Board of Advisors established by DED and had first meeting 11/16. Lots of discussion on growth, development, business, etc. but we can't forget the airport at the center of the innovation district. The Airport Manager should be a member of the BOA to ensure a voice for aviation and airport considerations, not just economic ones. The County ignores those aviation considerations at its own peril.

The FAA began a monthly live webinar series "A New Era of Aviation: Advanced Air Mobility" on 11/29, the next webinar is 12/13. If you miss them live, recordings are available on YouTube. Discussion highlighted this opportunity to establish a vertiport for eVTOL aircraft at 2W6 for the benefit of regional citizens and to put the airport terminal to better use. The CSMC were briefed on this opportunity in March 2022, but it's worthwhile to continue to emphasize the developing AAM industry. Maryland Aviation Council (MAC) quarterly webinar will be held Wed 12/6, 1000, on Zoom. Allison Swint is the new President.

Thanks to Doug Dickens for agreeing to become an ad-hoc member of the AAB, pending consent of the CSMC and the Pax River CO.

The January meeting will include voting on the Airport Annual Report 2023, and officer elections. A final draft of the annual report will be sent to AAB members in mid-January. Anyone interested in volunteering for the positions of Chairman, Vice Chairman, or Secretary should notify Allison Swint.

Chairman announced that he will be leaving the Board after six years of service following the January 2024 meeting.

Information: 2. DPW&T Report

Gary Whipple – Expect to have one contractor working to correct all obstruction issues. Award expected end of December. Contract awarded for completion of removal of the solid wastes at the end of RWY 29. First loads of material have been taken away. Hope is to be complete by February. Contract awarded to AECOM as the airport consulting organization and initial delivery orders are being worked. First items are pavement study followed by property map update to be followed by an update to the Airport Master Plan. Vertiport can be added.

Jim Gotsch – budget being worked with Commissioners at low level of funding.

Allison Swint – Automated Weather Observing System (AWOS) is currently experiencing outages. Currently in discussions with other airports within the state to find a solution. Status of the AWOS is a key safety item.

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

Information: 3. FBO Report

Pat Weaver briefed efforts to update the inventory of based aircraft and identify non-registered aircraft and non-aeronautical uses of hangars. Addressing the issue will help better utilize limited hangar spaces at the airport, where the waiting list is currently 69. Anticipate a formal brief at the next AAB meeting.

Information: 4. Pax Air Ops Report

LCDR Hughes not present.

LOA for R-4007 access has been signed and is now posted on the airport website.

Information: 5. DED AeroPark Updates

Chris Kaselemis -- Board of Advisors established. MEDCO hired to provide consulting to the County on development at West End of the airport. Working on beautification efforts regarding the front of the terminal, including gazebo and landscaping. Effort will be focused on getting onto contract to complete the work defined.

D. OLD BUSINESS

Discussion: 1. Review new LOA for coordinating use of R-007 restricted airspace

Action: 2. Approve October 23, 2023 Meeting Minutes & Action Items

Approval of 10/23/23 Meeting Minutes and Action Items as written.

Motion to approve the October 23, 2023 meeting minutes & action items

Motion by Robert Lightstone, second by John Eid.

Final Resolution: Motion Carries

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

Discussion: 3. Review/Update Action Item list
Reviewed and updated action items.

E. NEW BUSINESS

Information: 1. Review draft Airport Annual Report

Lightstone and Hill provided quick review of the status of the Airport Annual Report 2023 (draft at this point) which will be sent to Board members for review. Some updates will not be available until the end of the year. The Chairman will receive the draft NLT 1/2/24.

Information: 2. Next business meeting January 22, 2024 at 6PM

F. PUBLIC COMMENT

None

G. ADJOURN

Action: 1. Motion to adjourn

Motion to adjourn meeting at 7:35PM

Motion by Kevin Suggs, second by Robert Zaorski.

Final Resolution: Motion Carries

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

In Person Meeting at Regional Airport Terminal

Airport Advisory Board Minutes – 12/04/2023

Meeting Start: 6:00 PM

Members Present: Alexander (Chair), Lightstone (Vice Chair), Hill (Secretary), Eid, Zaorski, Babcock, Suggs, Sahut.

Others Present: Allison Swint (DPWT Airport Manager), Jim Gotsch (DPWT), Gary Whipple (DPWT), Chris Kaselemis (DED), Ken Reed, Pat Weaver, Doug Dickens (Aviation Safety Officer, Naval Test Wing Atlantic), Scott Fechtig (local pilot).

Chairman's Remarks:

AeroPark Board of Advisors established by DED and had first meeting 11/16. Lots of discussion on growth, development, business, etc. but we can't forget the airport at the center of the innovation district. The Airport Manager should be a member of the BOA to ensure a voice for aviation and airport considerations, not just economic ones. The County ignores those aviation considerations at its own peril.

The FAA began a monthly live webinar series "**A New Era of Aviation: Advanced Air Mobility**" on 11/29, the next webinar is 12/13. If you miss them live, recordings are available on YouTube. Discussion highlighted this opportunity to establish a vertiport for eVTOL aircraft at 2W6 for the benefit of regional citizens and to put the airport terminal to better use. The CSMC were briefed on this opportunity in March 2022, but it's worthwhile to continue to emphasize the developing AAM industry.

Maryland Aviation Council (MAC) quarterly webinar will be held Wed 12/6, 1000, on Zoom. Allison Swint is the new President.

Thanks to Doug Dickens for agreeing to become an ad-hoc member of the AAB, pending consent of the CSMC and the Pax River CO.

The January meeting will include voting on the Airport Annual Report 2023, and officer elections. A final draft of the annual report will be sent to AAB members in mid-January. Anyone interested in volunteering for the positions of Chairman, Vice Chairman, or Secretary should notify Allison Swint.

Chairman announced that he will be leaving the Board after six years of service following the January 2024 meeting.

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

Gary Whipple – Expect to have one contractor working to correct all obstruction issues. Award expected end of December.

Contract awarded for completion of removal of the solid wastes at the end of RWY 29. First loads of material have been taken away. Hope is to be complete by February.

Contract awarded to AECOM as the airport consulting organization and initial delivery orders are being worked. First items are pavement study followed by property map update to be followed by an update to the Airport Master Plan. Vertiport can be added.

Jim Gotsch – budget being worked with Commissioners at low level of funding.

Allison Swint – Automated Weather Observing System (AWOS) is currently experiencing outages. Currently in discussions with other airports within the state to find a solution. **Status of the AWOS is a key safety item.**

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

FBO Report. Pat Weaver briefed efforts to update the inventory of based aircraft and identify non-registered aircraft and non-aeronautical uses of hangars. Addressing the issue will help better utilize limited hangar spaces at the airport, where the waiting list is currently 69. Anticipate a formal brief at the next AAB meeting.

Pax Air Ops Report: LCDR Hughes not present.

LOA for R-4007 access has been signed and is now posted on the airport website.

AeroPark Update:

Chris Kaselemis -- Board of Advisors established. MEDCO hired to provide consulting to the County on development at West End of the airport.

Working on beautification efforts regarding the front of the terminal, including gazebo and landscaping. Effort will be focused on getting onto contract to complete the work defined.

Old Business: Approval of 10/23/23 Meeting Minutes and Action Items as written. Motion (Lightstone); second (Eid).

Reviewed and updated action items.

New business: Lightstone and Hill provided quick review of the status of the Airport Annual Report 2023 (draft at this point) which will be sent to Board members for review. Some updates will not be available until the end of the year. The Chairman will receive the draft NLT 1/2/24.

Public Comment: None.

Meeting Adjourned: 7:35 PM. Motion (Suggs); second (Zaorski).

Next Meeting: 1/22/24, 6 PM

Submitted by: Hill (Secretary)

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
<i>Action Items as of 12/04/2023 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; 12/4/23: AECOM on contract, pavement study and property map update are first priority	
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	
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; 12/4/23: no change	
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; 12/4/23: no change	
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; 12/4/23: no change	

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
41	Open	12/4/2023	2/26/2024		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.		