

**Airport Advisory Board Meeting (Monday, August 26, 2024)**

*Generated by Allison Swint on Monday, August 26, 2024*

**Members present**

Robert Lightstone, Robert Zaorski, George Hill, Sam Hughes, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Michael Skrabacz, Sam Hughes and Doug Dickens

**Meeting called to order at 6:01 PM**

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman Report

Terminal parking lot area construction.

Welcome to new board members.

Action Items will be categorized into two groups 1) Current and 2) Monitor

Information: 2. DPW&T Report

Construction update provided (Runway extension and front terminal).

Still awaiting Pavement Management Plan and FAA Inspection report.

Information: 3. FBO Report

No report

Information: 4. Pax Air Ops Report

No report

Information: 5. DED AeroPark Updates

Not present

D. OLD BUSINESS

Discussion: 2. Review/Update Action Item list

Reviewed and updated.

E. NEW BUSINESS

Action: 1. Officer Elections

Motion to elect Charles Stickney as Vice Chair and Michael Skrabacz as Secretary.

Motion by Robert Lightstone, second by Robert Zaorski.

Final Resolution: Motion Carries

Yea: Robert Lightstone, Robert Zaorski, George Hill, Sam Hughes, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Michael Skrabacz

Information: 2. Next business meeting September 30, 2024 at 6PM

F. PUBLIC COMMENT

Information: 1. Public Comment

Suggestion for Aviation Day or Veterans Day events at the airport.

G. ADJOURN

Action: 1. Motion to adjourn

Motion to adjourn meeting at 6:30PM

Motion by Charles Stickney, second by Christopher Fuller.

Final Resolution: Motion Carries

Yea: Robert Lightstone, Robert Zaorski, George Hill, Sam Hughes, Adam Osborne Jr, Charles Stickney, Christopher Fuller, Michael Skrabacz

In Person Meeting at Regional Airport Terminal

Airport Advisory Board Minutes –08/26/2024

Meeting Start: 6:00 PM

Members Present: Hill (Chair), Lightstone (Vice Chair), Osborne, Fuller, Skrabacz, Zaorski, Stickney, Ex-Officio – LCDR Hughes, NAS Pax River Air Operations, Ex-Officio - Doug Dickens (Aviation Safety Officer, Naval Test Wing Atlantic)

Others Present: Allison Swint (DPWT), Dave Stanton (RCS Services), Tony Capozzi (DPE), Ken Reed, Pat Weaver, Jeremy DeBons (Ready 9), Tim Wilson (Ready 9), John Schultz (local pilot)

**Chairman's Remarks:**

Noted a Quorum were present.

Greetings to newest board members—Stickney, Skrabacz, Fuller

Plan for future Action items. List will be divided into two separate categories:

- A) 'Current' or Active status, for issues that will be reviewed regularly
- B) 'Monitor' or Dormant status for issues which have had no status change  $\geq$  6 months. These will be reviewed only as necessary.

**DPWT Report:** Allison Swint DPWT/Airport Manager

The planned runway extension will require that a displaced threshold be established. The useable runway to be limited to 3650 feet (reduced from 4150 feet) during the extension work. However, the paving company contract has not yet been completed. If not completed by Friday the NOTAM with dates of the limits will not be released.

The Pavement Management Study completed. The final report has not yet been received.

The final report from the FAA inspection from May has yet to be received. Expect to have some minor corrections.

The Master Plan for the airport is the next project for AECOM.

**FBO Report** – Nothing to report.

**Pax Air Ops Report:** --Nothing to report.

**AeroPark Update:** No representative from DED available.

**Old Business:**

Approval of 04/22/2024 and 06/24/2024 Meeting Minutes and Action Items will be completed by the next meeting.

**Action item review:**

A review of the action items resulted in items 6, 7 and 24 set aside for review once they become eligible for action. Item 41 may have been completed but a review of documentation will confirm. Item 40 is cancelled. An optional solution related to this is being reviewed for a potential external antenna that will not require any interface with county internet.

**New Business:**

An election for new officers was held. Charles Stickney was elected Vice Chair and Michael Skrabacz was elected Secretary.

**Public Comment:** Suggestion that next year plan for an Aviation Day or Veterans Day event for the public at the airport to emphasize importance of general aviation.

Meeting Adjourned: 6:30 PM. Motion (Stickney); second (Fuller).

Next Meeting: September 23, 2024, 6 PM

Submitted by: Hill

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 Als 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 Als 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>	
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. 02/24/24 No change. <b>MONITOR 9/30/24</b>	

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
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. 02/24/24 No change. 8/26/24 Further action pending decision made by DED regarding terminal seating arrangements.	
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. 8/26/24 Ken Reed volunteered to assist in identifying "extender" to be placed at the terminal.	
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.	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.	