

SUSSEX COUNTY AIRPORT ADVISORY COMMITTEE

Meeting Minutes
February 22, 2012

Opening:

The regular meeting of the Sussex County Airport Advisory Committee was called to order at approximately 6:02 p.m. on February 22, 2012, at Sussex County Emergency Operations Center, by Chairman, Jeff Reed.

Advisory Committee Members Present:

Honorable Sam Wilson, County Council
Todd Lawson, Sussex County Administrator
Mike Izzo, Sussex County Engineer
Julie Wheatley, Director, Sussex County Economic Development

Garrett Dernoga Rick Garner Larry Kelley Jeff Reed Robert E. Young

Jim Hickin, Sussex County Airport (Non-member)

Advisory Committee Members Absent:

Mark Ryan Richard Wilson

1. Approval of Agenda

A Motion was made by Rick Garner, seconded by Mike Izzo, to approve the agenda as distributed. The agenda was unanimously approved by consent.

2. Approval of Minutes

A Motion was made by Bob Young, seconded by Rick Garner, to approve the minutes of the January 18, 2012 meeting as distributed. The minutes were unanimously approved by consent.

3. Declaration of any letters, opinions or other guidance from outside the Advisory Committee presently or in the past

There were no declarations presented.

4. Public Comments

John Reichert extended a thank you to County for the new doors on his hangar and complimented the contractor, Richard Wilson, (Wilson Construction Company), for a

nice job on the hangar. He also extended appreciation on a nice job by A.P. Croll for the work completed on the concrete in front of his hangar.

5. Emergency Response

Rick Garner reported that he has nothing new to add regarding to trying to schedule a meeting with the Fire Chief, from the Georgetown Fire Company. He doesn't expect for anything to happen until the weather improves.

6. Wildlife Management Update

Jim Hickin advised the committee that the county is still moving forward with the plan to harvest the deer. The county has obtained a permit from DNREC that is valid until May 15, 2012. The program has begun however no deer have been harvested as of yet. The deer meat will be donated to Sportsman Against Hunger.

Garrett Dernoga asked if there was a plan in effect for birds. Garrett informed the committee of two recent incidents involving birds. He advised that on Tuesday, February 22, 2012, that a 737 attempting to land had to circle around due to a flock of birds and a Bald Eagle in the path. He also advised of an incident recently where a Cherokee aircraft sustained damage due to a bird strike. Jim Hickin asked if the incident was reported to FAA. Jim urged pilots involved with bird strikes should file a report and that the feathers, or parts of the bird need to be submitted to the Airport Office and we will forward that to the proper authority responsible for identifying birds. The incident reports also help to establish a pattern on the type of birds that are on the airport and will direct what action can be taken. Garrett wasn't aware if an incident report had been filed or not. Jeff Reed advised that the pilot had to get a Ferry Permit to get his plane out. Several questions surfaced regarding if the County had any information to be able to rid of various types of birds. Jim replied that we have a permit to destroy geese and their eggs but he wasn't sure about other birds. He will check into this to see what we can do regarding the birds.

7. Motor Fuel Tax

Rick Garner stated that he had contacted Representative Short and that he will forward to Rick two pieces of legislation that is pending regarding the fuel tax. He also commented that Representative Short did not expect any action on these bills to be taken this year.

8. Airport Update

Jim Hickin discussed the following updates:

- A. Rudder Lane –Drainage Project started this past week. The fence will be moved to widen the swales and increase volume at the Cul-de-sac. Project should take about 75 days. Should be done by mid-April. Teal Construction was awarded the project.
- B. Taxiway A Rehabilitation: A repaving project consisting of the main ramp to runway 22. It will affect tenants and aircraft from Terminal Building down

Rudder Lane. David A. Bramble Construction was awarded this project at a cost of \$465,000. Jim Hickin stated that we will be working with the tenants of Rudder Lane to find alternate parking for their aircraft while the work is being performed.

- C. Taxiway B (old 13-31): Bid documents will be out to bid soon.
- D. Runway 4-22 Extension: Bids are expected to be finalized soon for the 500 ft. extension. Bid Opening is scheduled for May 11, 2012. The county is still looking into obtaining funding for the additional 500 feet for the 6,000 ft. runway.

Jeff Reed asked what time frame would be for milling and paving on 4-22 (phase II of the project). Mike Izzo commented construction of the 500 foot runway would probably start in the Fall of 2012 and then break for the winter and resume in the Spring of 2013. Mike said that when the closure of the runway occurs it could be approximately 5-6 weeks for the work to be done during the daytime hours.

Jim Hickin informed committee that FAA funding is back to 90%, meaning the County share is now 5% up from 2.5%. There could be some funding issues that could arise in next few years with any budget cuts. Mike reminded the committee that the work schedule that is being presented is tentative and is contingent on receipt of FAA funding.

- E. Mike Izzo stated that he and Jim Hickin are meeting with the FAA next Wednesday (Feb 29) to review the 5 year capital report for the airport.
- F. Jeff Reed asked about lighting of Runway 10-28. Mike Izzo said the project to replace the current lights with LED's will be completed via a grant that was just approved. It is expected to be done the summer of 2012. Larry Kelley also asked about 4-22 lights. Mike said that currently there is not enough money available to change all of 4-22 lighting with LED's.

9. Wings & Wheels Update

Larry Kelley informed the committee that the Wings & Wheels planning committee is due to have their first meeting within a couple weeks. Several vendors have already contacted the chamber regarding securing a spot. The Canteen Show will be held again be held on Friday night. This event will be advertised more this year. The car displays will be done on a first come first serve basis until there is no more room for them in the designated areas.

10. Airport Policies – Minimum Standards

Jim Hickin opened the topic by providing a tentative schedule for completion of the Minimum Standards document. The goal is to have the document to Council by September. Jim will distribute the schedule to the members via email. In discussing the schedule, it was agreed that the insurance part of the document will be one of the most

complicated issues. Some committee members suggested having an Aviation Insurance Broker attend the meeting and solicit his opinion on insurance requirements. Jim Hickin stated that County staff will be working on the insurance initially and will present a policy and present it to the committee for their discussion.

Discussion centered on insurance, applicability and compliance in regards to the Minimum Standards.

At this time John Reichert, a member of the public asked if he could speak. Mr. Reichert described his involvement with various airports that closed due to rules and restrictions and expressed his concern over the same thing happening with Sussex County Airport due to the amount of paperwork. Mike Izzo stated that FAA states that if we qualify for grant money from FAA then we need to do this document.

Also, at this time Everett Bennett, a member of the public, spoke about all the projects that were being done at the airport to improve it and if the airport is made restrictive people won't come here regardless.

Jeff Reed thanked the public members for their input and stated that the committee's goal is to give guidance and their opinions are valuable.

The discussion on the Minimum Standards document resumed at this time. Larry Kelley reminded the committee that the Minimum Standards document has to be created to retain FAA grant funding. He encouraged the committee to work together to write a document that will encourage people to come to Sussex County Airport and to promote business here. The document should not be extremely restrictive.

Regarding the Minimum Standards document:

Section 1.2 Applicability- The committee decided they were in agreement with the current wording for this section.

Section 4.2.2- (Aircraft Maintenance Operator (SASO)- Last sentence to be deleted (An additional person shall be employed but not necessarily rated).

4.2.3 Approved wording- SASO shall provide a permanent building or hangar facility appropriate for the work performed.

4.2.4 Approved wording- SASO shall make available restrooms and customer and employee parking.

4.2.5 SASO shall maintain insurance specified in Appendix A. (To be discussed In further detail at a later time)

Due to time, discussion on the Minimum Standards Document ended at this time. The next section to be discussed will be Section 5, Aircraft Rental Operator (SASO).

Next Meeting Date

The next meeting will be held on Wednesday, March 28, 2012 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Rick Garner, Seconded by Julie Wheatley. The meeting adjourned at 8:02 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk III Technician
Sussex County Airport