

DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes
January 25, 2017

Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:00 p.m. on January 25, 2017, at the Sussex County Emergency Operations Center, by Delaware Coastal Airport Manager, Jim Hickin.

Advisory Committee Members Present:

Joe Wright (Delegate for Hans Medlarz, County Engineer)	Gus Croll	Garrett Dernoga
Rick Garner	Jeff Reed	Mark Ryan
		Richard Wilson

Jim Hickin, Delaware Coastal Airport, non-member

Advisory Committee Members Absent:

Honorable Rob Arlett, County Council	Todd Lawson, County Administrator
Hans Medlarz, County Engineer	Larry Kelley

1. Approval of Agenda

A Motion was made by Garrett Dernoga, seconded by Gus Croll, to approve the agenda as distributed. The agenda was unanimously approved by consent.

2. Election of Officers

Nominations were taken for the position of Chairman. A motion was made by Garrett Dernoga to nominate Gus Croll. Gus declined the nomination. Jeff Reed nominated Garrett Dernoga. The motion was seconded by Gus Croll. At this time, nominations were closed. Garrett Dernoga was elected Chairman by acclamation.

At this time the meeting was turned over to the Chairman, Garrett Dernoga.

Nominations were taken for the position of Vice-Chairman. Gus Croll nominated Rick Garner. The motion was seconded by Jeff Reed. At this time, nominations were closed. Rick Garner was elected Vice Chairman by acclamation.

3. Approval of Minutes

A Motion was made by Richard Wilson, seconded by Rick Garner, to approve the minutes of the November 16, 2016 meeting. The minutes were unanimously approved by consent.

4. Wildlife Management Update

Jim reported the latest deer count is still at seven. There have also not been any reports of bird strikes.

5. Airport Update

A. Jim Hickin discussed updates on the following projects:

- 1- Instrument approaches; Aeronautical Survey results; Taxiway D future project; and Airfield Electrical upgrades status.
- 2- Georgetown Air Services hangar construction has begun.
- 3- Aviation Avenue new T-Hangars: Contractor received notice to proceed on January 24, 2017 and project should be completed by May 24, 2017. There will be nine T-Hangar units when project is completed.
- 4- Drainage System Project: Joe Wright discussed the project with the committee. Jim stated the project will result in runway closures at various times.
- 5- Runway lights and the delay inquiry: Jim informed the committee that the County electricians checked the lights and found they are on a 5 second delay and they are still working on the problem. Jim did ask the committee if they found the lights were being delayed longer than 5 seconds to let him know.

6. Lease & Policy Enforcement Discussion

Jim informed the committee that we have some tenants that do not have insurance certificates in our files. He is going to begin to make contact with the tenants to ask for a copy to be sent to us. There are also people operating businesses and not following the Airport Minimum Standards. Jim reminded the committee that the Minimum Standards were approved by the County Council, and they help promote business and also benefits the Airport. The first step will be just reminding the tenants of the insurance requirements of their lease.

7. Airport Committee Bylaws Review

Initial discussion began regarding the suggestion by a committee member of implementing attendance at a meeting by method of “calling in” versus physically attending a meeting at various times when a quorum may be lacking. The committee did not want to implement this and preferred physical attendance at the meetings. There was also discussion of why the Airport Manager did not count as a member but had a voice and vote at the meetings. It was decided to not make any changes to the bylaws at this time.

8. Public Comments- Gerald Wingate thanked the committee members for serving and taking an interest in the Airport.

9. Next Meeting Date - The next meeting will be held on Wednesday, March 22, 2017 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Richard Wilson, seconded by Gus Croll. The meeting adjourned at 6:40 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport