

# **SUSSEX COUNTY AIRPORT ADVISORY COMMITTEE**

Meeting Minutes  
January 28, 2015

## **Opening:**

The regular meeting of the Sussex County Airport Advisory Committee was called to order at approximately 6:03 p.m. on January 28, 2015, at Sussex County Emergency Operations Center, by Sussex County Airport Manager, Jim Hickin.

## **Advisory Committee Members Present:**

Honorable Rob Arlett, County Council      Todd Lawson, County Administrator  
Mike Izzo, County Engineer      Melody Booker-Wilkins, Economic Development  
Garrett Dernoga      Rick Garner      Larry Kelley      Jeff Reed      Mark Ryan  
Richard Wilson

Jim Hickin, Sussex County Airport (Non-member)

## **Advisory Committee Members Absent: None**

### **1. Approval of Agenda**

A Motion was made by Garrett Dernoga, seconded by Larry Kelley, 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 Larry Kelley to nominate Gus Croll. The motion was seconded by Garrett Dernoga. At this time nominations were closed. Gus Croll was elected Chairman by acclamation.

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

At this time the meeting was turned over to Vice-Chairman, Rick Garner.

Jim Hickin introduced and welcomed Rob Arlett to the committee. At this time each committee member introduced themselves to Mr. Arlett.

At this time Gus Croll, Chairman, took over the meeting.

### **3. Approval of Minutes**

A Motion was made by Mike Izzo, seconded by Garrett Dernoga, to approve the minutes of the November 19, 2014 meeting. The minutes were unanimously approved by consent.

#### **4. Wildlife Management Update**

Jim reported that the deer roundup that was scheduled in November did not occur due to weather. The goose egg and nest degradation permit has been renewed for this year.

#### **5. Airport Update**

Jim Hickin discussed updates on the following projects:

- 1- Jim Hickin announced the retirement of Bob Jones, Airport Project Engineer effective Friday, Jan. 30, 2015. Ms. Helen Naylor will assume his position with the County.
- 2- Industrial Park: Bids are due March 24<sup>th</sup> to complete the overlay of Baltimore Avenue. This is expected to be a Spring project.
- 3- Airport Project discussion included: Runway Extension Package Two; REIL Lights; Instrument Approaches; Electrical Projects; proposed Apron Expansion project. Also discussed were future upgrades (FBO area, new signage-inside and outside, flat screen television display, updated pictures) for the Terminal Building lobby. The painting is complete.
- 4- The marketing plan for the airport is still in progress and is under “Task 2” at this time. It is expected the committee will have it to review sometime in 2015. Todd informed the committee that this is a top priority project.
- 5- Melody commented that she and Jim are working as a team and visiting the tenants at the Industrial park to discuss their needs and concerns.
- 6- Rob Arlett shared his thoughts and suggestions on branding for the Airport as well as the Industrial Park side. Todd also discussed some future plans for the Airport.

#### **6. New Business**

Larry Kelley reminded the committee that Wings & Wheels is always held the first Saturday of October which is October 3<sup>rd</sup> this year.

Melody shared a positive conversation she had with a pilot that flies from Cape May to Sussex County Airport regularly.

#### **7. Public Comments**

Mike South shared with the committee his positive comments regarding how the committee seems to be progressing to improve the airport. He also shared the possibility of the Mid Atlantic Food and Wine event being held at our airport this year. He also commented that he liked the Airport Hospitality initiative.

Gerald Wingate made a suggestion regarding the electronic board that will be located in the terminal building lobby.

**8. Next Meeting Date**

The next meeting will be held on Wednesday, March 25, 2015 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Rick Garner, seconded by Richard Wilson. The meeting adjourned at 7:00 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Sussex County Airport