

# DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes  
June 15, 2016

## Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at 6:07 p.m. on June 15, 2016, at the Sussex County Emergency Operations Center, by Rick Garner, Vice-Chairman.

## Advisory Committee Members Present:

Rob Arlett, County Council	Todd Lawson, County Administrator	Rick Garner
Hans Medlarz, County Engineer	Larry Kelley	Richard Wilson

Jim Hickin, Delaware Coastal Airport, non-member

## Advisory Committee Members Absent:

Melody Booker-Wilkins, Econ. Dev.    Gus Croll    Garrett Dernoga    Jeff Reed    Mark Ryan

### 1. Approval of Agenda

A Motion was made by Todd Lawson, seconded by Rob Arlett, to approve the agenda as distributed. The agenda was unanimously approved by consent.

### 2. Approval of Minutes

A Motion was made by Richard Wilson, seconded by Todd Lawson, to approve the minutes of the April 27, 2016 meeting. The minutes were unanimously approved by consent.

### 3. Wildlife Management Update

Jim reported no changes in wildlife activity since the last meeting.

### 4. Airport Update

Jim Hickin discussed updates on the following projects:

- a. Rebranding/Name Change Activity: Status of Signage to be located at Sussex Academy, as well as additional signage for the terminal building installation expected to be early July.
- b. Airport Project discussion included updates on: Instrument Approaches; Aeronautical Survey to be done and paid for with a grant; Airfield Electrical Project and the result of the planned outages that occurred during the transfer of service. Larry Kelley complimented Delmarva Power regarding their personal contact 30 minutes prior to outage to let them know it would be occurring. Other updates included future paving project- Taxiway B paving will begin October 3, 2016.

- c. Aviation Avenue T-Hangars: Bids were rejected due to cost of repair. Approval has been given to build new T-Hangars. The design phase has begun. Rob Arlett suggested painting the T-Hangar building with colors to reflect the new name and logo on the building.
- d. Larry Kelley inquired about the inaccuracy of the ASOS (weather reporting system) and if anything could be done about it. Jim stated the National Weather Service maintains the ASOS and that they have replaced parts and still can't figure out what the source of the problem is.

**5. Wings & Wheels**

- a. Linda Price (public) distributed new flyers designed for this year's event. Linda and Larry Kelley discussed details of the upcoming event. Rob Arlett inquired if the County was planning on doing a ribbon cutting at Wings & Wheels to announce the airport rebranding efforts and the name change.

**6. New Business**

- a. T-Hangar Construction: This item was discussed under Airport Update.
- b. Drones (UAS-Unmanned Aircraft Systems): Jim briefly discussed FAA regulations regarding drones. Jim is asking for input from the committee to establish a policy recommendation for Council approval on drone activity at the airport. There will be additional discussion at the next meeting.

**7. Public Comments-** There were no public comments.

**8. Next Meeting Date:**

The next meeting date was tentatively set for Wednesday, September 28, 2016 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware. However, due to Wings & Wheels scheduled during that same week/weekend it was suggested to set another date. Susan will contact the Chairman and Vice Chairman to finalize a date for September's meeting.

A motion to adjourn was made by Todd Lawson, seconded by Richard Wilson. The meeting adjourned at 7:05 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport