

# DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes  
June 27, 2018

## Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:06 p.m. on June 27, 2018, at the Sussex County Emergency Operations Center, by Chairman, Garrett Dernoga.

## Advisory Committee Members Present:

Todd Lawson, County Administrator	Bill Pfaff, Economic Development	Garrett Dernoga
Rick Garner	Larry Kelley	Jeff Reed
Mark Ryan		

Jim Hickin, Delaware Coastal Airport, non-member

## Advisory Committee Members Absent:

Honorable Rob Arlett, County Council	Hans Medlarz, County Engineer	Gus Croll
Ray Hopkins		

### 1. Approval of Agenda

A Motion was made by Todd Lawson, and seconded by Rick Garner, to approve the agenda as amended and distributed. The agenda was unanimously approved by consent.

### 2. Approval of Minutes

A Motion was made by Rick Garner, seconded by Todd Lawson, to approve the minutes of the April 11, 2018 meeting. The minutes were unanimously approved by consent.

### 3. Wildlife Management Update

Jim reported that goose nest hunting season is over and was successful. There doesn't seem to be any change in the deer population that we are aware of. After the ground dries, another deer roundup will be attempted.

### 4. Airport Update

A. Jim Hickin discussed updates on the following projects:

- 1- Instrument approaches: VOR RWY 4 is in the flight check phase. The publication date is still scheduled for September 13, 2018.
- 2- Obstruction Removal: Tree removal locations were discussed and will be submitted to FAA.
- 3- Clearance Delivery Radio Frequency: Installation of a new radio and two new antennas have been completed. The problem seems to be resolved at this time.

- 4- Taxiway C: Project is complete. Additional striping is occurring along the road and fence, along with reflectors and chevrons to help identify the fence.
- 5- Taxiway D (parallel to RW 10-28): Bids were opened June 27<sup>th</sup> and were higher than expected. The bids are being reviewed.
- 6- Drainage Project: Drainage repairs are still in progress and related to Taxiway D project. A contractor is currently in the process of doing ditch dipping that will enable further evaluation of drainage issues.
- 7- Electrical projects: Electrical project is nearing completion. Currently just waiting on parts for the lighting system and should be complete by the beginning of August. No additional runway closures are expected as the work continues.
- 8- Jim informed the committee that Joe Wright, Asst. County Engineer has retired and acknowledged his contribution to many of the construction projects at the Airport.
- 9- Security Concerns: Garrett inquired about the status of enhancing security at the airport. Jim commented that there is money in FY 19 budget to implement security cameras.
- 10- Garrett asked if there were any runway closures expected. Jim said none that he is aware of.

## **6. Policy Review Discussion**

Jim went through each of the policy documents which included the proposed changes presented by the subcommittee and by the Airport Manager. After the discussion, a motion was made by Larry Kelley, and seconded by Bill Pfaff, to approve all the changes as outlined and send to the County for adoption. The motion was unanimously approved by consent. Garrett thanked Jim and the subcommittee for their work on the documents.

Larry Kelley inquired about setting a reminder to review the policy documents in 3 years, (as per the current policy documents). It was suggested to put the item on the agenda in January 2021.

7. **Public Comments-** Linda Price updated the committee on the Wings & Wheels event. She noted that there has been a name change for the Aviation Education day to Pathways to Aviation Day and explained planned events for that day. Also, Friday night has been changed from the Big Band sound to the 50's/60's to include a Greaser Ball. Dick Cole is planning on attending the event again this year.

Jim acknowledged two visitors, from AECOM who were in attendance at the meeting.

8. **Next Meeting Date** - The next meeting will be held on Wednesday, September 26, 2018 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Rick Garner, seconded by Jeff Reed. The meeting adjourned at 6:34 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport