

SUSSEX COUNTY AIRPORT ADVISORY COMMITTEE

Meeting Minutes
March 25, 2015

Opening:

The regular meeting of the Sussex County Airport Advisory Committee was called to order at approximately 6:07 p.m. on March 25, 2015, at Sussex County Emergency Operations Center, by Vice Chairman, Rick Garner.

Advisory Committee Members Present:

Honorable Rob Arlett, County Council	Todd Lawson, County Administrator
Mike Izzo, County Engineer	Melody Booker-Wilkins, Economic Development
Rick Garner	Larry Kelley
Mark Ryan	Jim Hickin, Sussex County Airport (Non-member)

Advisory Committee Members Absent: Gus Croll, Garrett Dernoga, Jeff Reed, Richard Wilson

1. Approval of Agenda

A Motion was made by Todd Lawson, 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 Mike Izzo, seconded by Todd Lawson, to approve the minutes of the January 28, 2015 meeting. The minutes were unanimously approved by consent.

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

There were no declarations. It was decided by the committee to shorten this agenda item to be entitled "Declarations of Correspondence" for listing on future agendas.

4. Wildlife Management

Jim reported on the issues regarding deer, geese and beavers.

5. Airport Update

Jim Hickin discussed updates on the following projects:

- 1- Industrial Park: The overlay of Baltimore Avenue should be complete by late Spring 2015.

- 2- Airport Project discussion included: Various Taxiway projects; REIL Lights; Instrument Approaches; Electrical Projects; Clearance Delivery Radio issue resolution; Apron Expansion project termination; Taxiway C “failure” due to wet conditions that was repaired; Terminal building lobby updates.

6. Branding Initiative Update

The summary for the marketing plan for the airport was distributed to the committee via email and as a handout. Task 1 and Task 2 were emailed to the committee members prior to the meeting. Jim highlighted various points in the summary for discussion purposes.

The Airport Advisory Committee will hold a meeting within the next few weeks to discuss the branding initiative with the marketing consultant.

7. New Business

a. Snow Removal Practice

Discussion centered on what areas were the responsibility of the tenant and the County regarding snow removal.

8. Public Comments

Mike South mentioned the Wings & Wheels meeting to be held in April. He also commented on the marketing initiative.

9. Next Meeting Date

The committee did not set a meeting date for the next meeting as they will be having a special meeting with the marketing consultant which will be set in next few days. The meeting will be open to the public and the meeting notices will be posted as usual.

A motion to adjourn was made by Todd Lawson, seconded by Rob Arlett. The meeting adjourned at 7:45 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Sussex County Airport