

# DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes  
March 27, 2019

## Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:02 p.m. on March 27, 2019, at the Sussex County Emergency Operations Center, by Chairman, Garrett Dernoga.

## Advisory Committee Members Present:

Doug Hudson, County Council	Todd Lawson, County Administrator	Rick Garner
Gus Croll	Garrett Dernoga	Ray Hopkins
Jeff Reed	Mark Ryan	Scott Thomas
		Larry Kelley

Jim Hickin, Delaware Coastal Airport, non-member

## Advisory Committee Members Absent:

Hans Medlarz, County Engineer      Bill Pfaff, Economic Development

### 1. Approval of Agenda

A Motion was made by Ray Hopkins, and seconded by Rick Garner, to approve the agenda as 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 January 23, 2019 meeting. The minutes were unanimously approved by consent.

### 3. Wildlife Management Update

Jim reported that 3 deer are still on the airport. It was noted that goose nest/egg hunting season has begun. The location of the nests are now being located via GPS for future reference. Other wildlife noted included a fox and beavers.

### 4. Airport Update

Jim Hickin informed the committee that he has announced his retirement which will be effective October 11, 2019. The process of seeking a replacement has begun.

Jim discussed updates on the following projects:

- 1- Instrument approaches: The minimums for the RNAV RWY 22 approach were increased by 20 feet due to approach design criteria, not obstructions.

- 2- FAA did the flight check on both the VORS to RW 4 and 22.
- 3- Clearance Delivery Radio Frequency: Appears to be working fine now, other than in the Taxiway C area. Jim will talk to the County's radio personnel to see if this can be improved.
- 4- Rotating Beacon is out of service at this time. Repair service has been requested.
- 5- Taxiway D (parallel to RW 10-28): Jim brought a drawing of the planned construction that will occur. Work is expected to begin the second week of April and last through November. There will be some runway closures for RW 10-28 during the project.  
  
Jim was asked if there were any plans to repaint the numbers on 10-28 as they are difficult to see. Jim has been trying to find someone to power wash it verses painting.
- 6- Rick Garner stated the Taxiway A lighting project is expected to begin in May and last 2-3 months. The lights will be converted to LED lights and will add lighting on both sides of the taxiway.
- 7- PAPI light project is complete. Jim commended Rick Garner's staff for getting the project done and ahead of schedule.
- 8- ASOS Relocation: The weather reporting equipment will be moved from the old terminal building to the new terminal building. This is an FAA project that the County will reimburse them for. The cost is approximately \$33,000 for the relocation The FAA will schedule the work after they receive payment.
- 9- Business Park: Baltimore Avenue extension project has begun.
- 10- FAA will be conducting a Land Use Inspection of the Airport on May 8, 2019. This is basically a compliance check on grant assurances and property use. The inspector complimented the Airport on the policy documents that were adopted by the committee.
- 11- The Airport Master Plan will be updated. Consultant selection should occur sometime in April 2019. This is an FAA grant project and will last approximately 12-14 months.
- 12- There will be a Balloon Festival at the airport on September 14<sup>th</sup> & 15<sup>th</sup> hosted by Sussex Academy. The event and parking will be held on the Business Park side of the Airport. No runway closures are expected.
- 13- Doug Hudson asked about the schedule of the runway extension. Jim replied that DelDOT is now in the design phase to relocate Park Avenue. Jim anticipates runway extension to occur in 2023.

## **5. Flight School Discussion**

Garrett initiated discussion on the Airport having a need for a flight school. After much discussion among the committee members, the consensus is to have Jim move forward with compiling information to attract a flight school.

## **6. Public Comments**

Chris Plambeck, member of the public, commented on the flight school discussion.

Brady Mueller, member of the public, inquired about the procedure of handling aircraft emergencies.

## **7. Next Meeting Date** - The next meeting will be held on Wednesday, May 22, 2019 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Ray Hopkins, seconded by Todd Lawson. The meeting adjourned at 6:47 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport