

DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes
May 19, 2021

Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:00 p.m. on May 19, 2021, at 21769 Aviation Avenue, Georgetown, Delaware by Chairman, Garrett Dernoga.

Advisory Committee Members Present:

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

Bob Bryant, Airport Manager, Delaware Coastal Airport, non-member

Advisory Committee Members Absent: Hans Medlarz, County Engineer Bill Pfaff, Econ Dev.

1. Approval of Agenda

A Motion was made by Larry Kelley, and seconded by Rick Garner, to amend the agenda by adding “Wings & Wheels” and to approve the agenda as amended. The agenda was unanimously approved by consent.

2. Approval of Minutes

A Motion was made by Ray Hopkins, seconded by Jeff Reed, to approve the minutes of the January 27, 2021 meeting. The minutes were unanimously approved by consent.

3. Wildlife Management Update

Bob informed the committee that the White-tailed Deer Permit for 2021 continues to be in effect. The Migratory Bird Depredation permit for 2021 paperwork has been submitted and is still being processed.

4. Airport Update

Bob Bryant provided a presentation that included Airport Updates as follows:

- 1- Instrument approaches: Two new potential approaches are still being reviewed and awaiting publication.
- 2- Master Plan: Bob discussed the Master Plan and the status of the project. The next step is to submit “Working Paper #2 (draft) which is due in the next 1-2 months. This document includes Airfield Capacity Analysis, Runway Requirements, Facility Requirements and Navigation Aids.
- 3- Extend General Aviation Apron: The project is expected to begin in September 2021 (pending FAA approval) with the entire project completed within 170 days. There will be some expected taxiway closures during the project. The Airport Manager will send out notices to airport users and NOTAMS will be issued.

5. Policy Review Discussion

A subcommittee reviewed the current Airport Policies documents for any updates that are needed. The committee agreed no major changes were necessary other than one section regarding “Flying Clubs”. Bob informed the committee that due to FAA changes that have occurred, that section will need to be updated. Bob will prepare a draft document and send to the committee with the requested changes prior to the next airport meeting.

6. Introduction: National Based Aircraft Inventory Program

Bob presented information regarding the National Based Aircraft Inventory Program, which is the official FAA program and website. All non-primary NPIAS (National Plan of Integrated Airport Systems) are required to participate in the program. Aircraft counts are used for the 5010 program and establishes criteria for annual activity to include National, Regional, Local, Basic and Unclassified categories. The inventory program can be accessed at www.basedaircraft.com to obtain limited information on various airports. The information is updated every two years. Bob will send a letter out to tenants asking for their based aircraft verification.

7. Wings & Wheels

Linda Price commented that they are moving forward with the Wings & Wheels event which will be held Saturday, October 2, 2021. They will not be having the Friday activities such as the Pathway program and the dinner this year. Additional discussion centered around parking and potential construction challenges for the event.

8. Public Comments -

Public member, Eul Lee, inquired about the possibility of future commercial service and other options for Delaware Coastal Airport. Bob, Larry and Garrett explained why commercial service isn't feasible for our airport.

9. Next Meeting Date - The next meeting will be held on Wednesday, September 22, 2021 at 6 p.m. A meeting location will be selected and announced prior to September 2021.

A motion to adjourn was made by Ray Hopkins, seconded by Rick Garner. The meeting adjourned at 7:35 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport