

# DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes  
November 15, 2017

## Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:01 p.m. on November 15, 2017, at the Sussex County Emergency Operations Center, by Rick Garner, Vice Chairman.

## Advisory Committee Members Present:

Rob Arlett, County Council    Hans Medlarz, County Engineer    Rick Garner    Larry Kelley  
Jeff Reed                            Mark Ryan                            Richard Wilson

Jim Hickin, Delaware Coastal Airport, non-member

Advisory Committee Members Absent:    Todd Lawson, County Administrator    Bill Pfaff, Econ.  
Dev.  
Gus Croll            Garrett Dernoga

## 1.    **Approval of Agenda**

A Motion was made by Hans Medlarz, seconded by Richard Wilson, 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 Larry Kelley, to approve the minutes of the September 27, 2017 meeting. The minutes were unanimously approved by consent.

## 3.    **Wildlife Management Update**

Deer:                    The deer permit from Delaware Fish & Wildlife is valid through rest of this year.  
Plans to take care of the deer are in progress.

## 4.    **Airport Update**

A.    Jim Hickin discussed updates on the following projects:

- 1- Instrument Approaches: FAA is working on a VOR/DME RWY 4 approach for publication May 24, 2018.
- 2- Just completed the first part of the Obstruction Removal project by removing 4 acres of trees around the airport.
- 3- Taxiway C project, Phase I is done near ALOFT, Phase II to begin in Spring 2018
- 4- RW 10-28 crack and sealant work
- 5- Drain pipe repairs.
- 6- Repaving of the apron area by Sussex Aero.
- 7- Taxiway D (parallel to RW10-28) grant project is in design phase. Project should go out to bid May 2018.

8- Airfield Electrical project is still in progress.

**5. Wings & Wheels**

Larry Kelley stated that overall things went well but they had lost money on the event. Discussion centered around future of the event, expenses, and logistics. During the discussion Councilman Rob Arlett apologized for the lack of funding and support of the event on behalf of the County. He also suggested that Larry Kelley appear before Council and do a summary of the event so funding on the County end could be revisited.

**6. New Business**

(A) Policy review discussion: Jim asked the committee for some type of process to review and update the Airport Policy documents. It was decided that Larry, Rick, Jeff and possibly Gus, review the documents and make suggested changes for committee review.

**7. Public Comments**

Gerald Wingate commented that he attended Wings & Wheels and he spoke to a few vendors that had sold out of product due to the number of people who attended.

**8. Next Meeting Date** - The next meeting will be held on Wednesday, January 24, 2018 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

Jim reminded the committee that members are appointed yearly. If anyone doesn't want to serve anymore to let him know.

A motion to adjourn was made by Richard Wilson, seconded by Rob Arlett. The meeting adjourned at 6:44 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport