

DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes
November 16, 2016

Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at 6:02 p.m. on November 16, 2016, at the Sussex County Emergency Operations Center, by Gus Croll, Chairman.

Advisory Committee Members Present:

Rob Arlett, County Council	Todd Lawson, County Administrator	Gus Croll
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: Garrett Dernoga

1. Approval of Agenda

A Motion was made by Rick Garner, 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 Rick Garner, seconded by Rob Arlett, to approve the minutes of the June 15, 2016 meeting. The minutes were unanimously approved by consent.

3. Wildlife Management Update

Jim reported no changes in wildlife activity since the last meeting.

4. Airport Layout Review

A drawing of the Airport Layout Plan (ALP) was distributed showing the most current plan for the Airport. Jim informed the committee that we are required by FAA through our grant assurances to keep it current. It is expected that our Master Plan will be updated in 2021. Comments and questions on the ALP were discussed.

5. Airport Update

Jim Hickin discussed updates on the following projects:

- a. Georgetown Air Services has leased a hangar lot to construct a 10,000 ft. hangar on the first corporate hangar lot. Also, Seneca Flight, has assumed the hangar lease that was formerly M&C Group.
- b. Airport Project discussion included updates on: Standard Instrument Departure (SID); Aeronautical Survey progress; Airfield Electrical Project – new switch has

been installed. Other updates included completion of Taxiway B paving project. Jim informed the committee that a pavement testing company has performed testing on the pavement strength. Jim has not received the final report for release yet.

- c. Aviation Avenue T-Hangars: Council approved a bid of approximately \$530,000 to build a set of T-hangars consisting of nine units. Discussion centered on construction and possible rental cost of the units.
- d. Jeff Reed commented that he has noticed there seems to be a couple minute delay on the lights when coming in to the airport at night. Jim will check it out and asked for anyone noticing this to please document the date and time of the event and report it to him.

6. Lease & Policy Enforcement Discussion

At this time the Airport Policies developed by the committee, and adopted by Council, have not been enforced. Jim provided a couple situations of commercial activity at the airport that haven't been approved and we have not enforced. Todd continued to explain he was seeking input from the committee on how to proceed with enforcement.

7. UAS Policies

Jim stated UAS (Unmanned Aircraft Systems) are becoming more popular and asked the committee to be thinking about possible restrictions at the airport. Delaware regulates drones in House Bill 195.

8. Wings & Wheels

Larry Kelley discussed the Wings & Wheels event that ended up having to be canceled in the morning due to weather. Larry noted that the Aviation Education Day was a success.

9. Public Comments- There were no public comments.

Other comments include:

Rob Arlett inquired as to the possibility of having a "phone in" option for the meeting in the future. This may require a change to the bylaws.

Jim Hickin commented the "Safety of Flight" sign has been installed. The sign is courtesy of Georgetown Air Services.

10. Next Meeting Date:

The next meeting date will be Wednesday, January 25, 2017 at the Emergency Operations Center, Georgetown, Delaware.

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

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport