

# DELAWARE COASTAL AIRPORT ADVISORY COMMITTEE

Meeting Minutes  
November 28, 2018

## Opening:

The regular meeting of the Delaware Coastal Airport Advisory Committee was called to order at approximately 6:02 p.m. on November 28, 2018, at the Sussex County Emergency Operations Center, by Chairman, Garrett Dernoga.

## Advisory Committee Members Present:

|   |                 |             |           |
|---|-----------------|-------------|-----------|
| Bill Pfaff, Economic Development                        | Garrett Dernoga | Rick Garner | Gus Croll |
| Jim Hickin (Designee for Hans Medlarz, County Engineer) |                 | Ray Hopkins | Mark Ryan |

## Advisory Committee Members Absent:

|                                      |                                   |           |
|--------------------------------------|-----------------------------------|-----------|
| Honorable Rob Arlett, County Council | Todd Lawson, County Administrator | Jeff Reed |
| Hans Medlarz, County Engineer        | Larry Kelley                      |           |

### 1. Approval of Agenda

A Motion was made by Bill Pfaff, and seconded by Jim Hickin, to approve the agenda as distributed. The agenda was unanimously approved by consent.

### 2. Approval of Minutes

A Motion was made by Bill Pfaff, seconded by Jim Hickin, to approve the minutes of the September 26, 2018 meeting. The minutes were unanimously approved by consent.

### 3. Wildlife Management Update

Jim reported that 22 deer have been removed from the Airport with approximately 6 deer left. We will continue with the program to remove the remaining deer. There have been reports of other wildlife on the airport. There were also 5 cats removed from the area around the terminal building.

### 4. Airport Update

A. Jim Hickin discussed updates on the following projects:

- 1- Instrument approaches: VOR RWY 4 has been published. Jim initially requested an instrument approach to just RW 28 but is now expected to get it for both RW 10 & RW 28. The estimated publication date for both is May 21, 2020.
- 2- Clearance Delivery Radio Frequency: Still having issues. It appears the problem is with the Verizon line at Dover Air Force Base. We will continue to work with them to try to get issue resolved.

- 3- Taxiway D (parallel to RW 10-28): \$5.5 million grant awarded. Actual groundwork will begin in the Spring 2019. The project is expected to take six months.
- 4- PAPI's will be replaced in the Spring. It will take approximately three weeks to complete the project.
- 5- Industrial Park: Baltimore Avenue extension project is expected to be completed in March 2019.
- 6- Taxiway A lighting project: Work is expected to begin next Spring.
- 7- Gus inquired about the Runway Extension rerouting project. Jim stated that this is a DelDOT project and is going to be done in two phases. Jim discussed with the committee what the proposed schedule is at this time. Runway construction should begin in 2022.
- 8- Garrett inquired about the status of new businesses coming to the Business Park. Bill Pfaff informed the committee that a supplier of bathroom carpet and various flooring has signed a lease for Area 2. Also, a LED Lighting manufacturer is expected to sign a lease this month for Area 3. There are discussions for additional potential tenants for the park.

## **5. Bylaws Discussion**

During the last meeting a member of the public recommended having another position added to the Airport Advisory Committee that would include a Tourism representative. The addition of any new positions would require a change in the current Bylaws. Jim offered three options for discussion. The options included (1) adding a Tourism position (2) nominating a Tourism person for the current At Large position, or (3) adding a Business and Tourism position and leave the current At Large position. After much discussion, Gus Croll made a motion, seconded by Rick Garner, to add one member to the board designated for a Tourism representative. Motion passed with a majority vote. There was one vote against the motion.

**6. Public Comments** - There were no members of the public in attendance.

**7. Next Meeting Date** - The next meeting will be held on Wednesday, January 23, 2019 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Rick Garner, seconded by Ray Hopkins. The meeting adjourned at 6:33 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport