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