

SUSSEX COUNTY AIRPORT ADVISORY COMMITTEE

Meeting Minutes
September 22, 2010

Opening:

The regular meeting of the Sussex County Airport Advisory Committee was called to order at 7:00 p.m. on September 22, 2010 at Sussex County Emergency Operations Center by Chairman Garrett Dernoga.

Advisory Committee Members Present:

County Members:

Honorable Sam Wilson, County Council

Dave Baker, County Administrator

Mike Izzo, P.E., Director, County Engineering Dept

Julie Wheatley, Director, County Economic Development

Garrett Dernoga

Larry Kelley

Dave Kenton

Jeff Reed

Mark Ryan

Richard Wilson

Advisory Committee Members Absent:

Gus Croll

Jim Hickin, C.M. Sussex County Airport Manager (Present for meeting)

1. Amend and Approve Agenda

A Motion was made by Julie Wheatley, seconded by Dave Kenton, to amend and approve the agenda to include Tie Down Project update. Jeff Reed inquired about what advertising is done for Wings & Wheels and if it needed to be added to the agenda. The consensus was the representatives on the Airport Advisory Committee were not affiliated directly with the Wings & Wheels event. After discussion on this issue the agenda was unanimously approved as amended to add the tie down project update.

2. Approval of Minutes

A Motion was made by Dave Kenton, seconded by Mike Izzo, to approve the minutes of the August 25, 2010 meeting. The minutes were unanimously approved by consent.

3. Public Comments

Gerald Wingate requested to put his name on the waiting list to be on the Airport Advisory Committee.

4. Tie Down Update

Jim Hickin commented that at last month's meeting there was discussion on the schedule of the tie down project. Specifically that it wasn't being done quickly enough. Bob Jones, Engineering Dept spoke on the timeline of the proposed project. He explained that it will be started no later than April 15, 2011 but weather permitting it could be as early as March 15, 2011. Bob explained the curing process of the pavement as well as some other time sensitive issues relating to the project. The tie downs should be done and ready to use by July 4, 2011.

Mike Izzo said they would probably go out for bid on the tie downs sometime in January 2011. Mike reminded committee that the weather will decide the date and progress of construction. Mike commented the county was going to use Urban's drawings, surveys, etc for the project.

Dave Baker commented that the project will be done "in-house" with Bob Jones overseeing the project.

Garrett requested the timeline be written down and distributed to the committee members.

At this time Larry Kelley complimented Jim Hickin and the Engineering Department on the runway lights properly working. Jim commented that nothing had been done with the runway lights.

Larry Kelley inquired to Jeff Reed about what it would take to put stakes in the asphalt near the corporate hangars to tie down planes and secure the planes with cables. Jim Hickin said FAA would have to approve the use since they paid for it to be a taxilane and not tiedowns. Jeff Reed also requested that ~~spalli~~concrete spalling be looked in-to.

5. Committee Members Replacement Positions Discussion

Garrett Dernoga asked if there was a need to replace the position on the committee. Discussion centered on the composition of the committee and what the Council's desires are regarding the committee. It was noted by Julie Wheatley that SEDAC (Sussex Economic Development Action Committee) would like to serve on the committee. Garrett reminded Julie that anyone can attend the meetings at anytime and can comment during the Public Comment section on the agenda. The committee decided that no action be taken at this time and remarked it is County Council's decision to appoint and replace members. Jim Hickin requested to have their recommendations by December in order to appear before Council with their requests for re-appointments for 2011.

6. Airport Policies Rules & Regulations Review (Continued)

The Committee began their review of the Rules and Regulations beginning with Section 5.2 entitled "Distance From Buildings"

5.2.1 Committee decided to keep section as is.

- 5.8.1 Smoking Near Aircraft. Section was changed to read “Smoking is prohibited in or about any Aircraft or on any public ramp, apron or loading position.”
- 5.11.1 Jim requested to add the word “containers” to this section. It will now read “All fuel tanks and containers will conform to the appropriate State Fire Codes, and all applicable NFPA standards, State and Federal regulations.”
- 5.13 Automotive Refueling— Motion by Jeff Reed, seconded by Garrett Dernoga to delete section. Vote: Yea unanimously
- 5.14.1 Section changed to read “Aircraft owners may Self-Fuel their Aircraft on the Airport subject to the provisions of the following sections.
- 5.14.4 Section tabled until next meeting. Committee asked Jim Hickin to rephrase this section and to research the container information.
- 5.14.5 Section changed to read “Fueling is never permitted inside a hangar, or with the engine running, or within 50 feet of an ignition source. ~~JIM want is the 25 ft sentence you want added??????~~
- 5.14.6 Section added to read “Aircraft fueling operations shall be conducted at a distance of at least twenty five (25) feet from any hangar or other building.

The next Rules & Regulation discussion will begin with Section 5.14.4 with Jim Hickin’s suggested revisions (it was tabled at the meeting) and then proceed to Section 6.13.1.5 entitled “Right of Inspection”

7. Next Meeting Date

The next meeting date will be Wednesday, October 27, 2010, at 7 p.m., at the Sussex County Emergency Operations Center.

Adjournment:

Jeff Reed made a motion, and seconded by Garrett Dernoga to adjourn the meeting.

Minutes respectfully submitted by: Susan Wise, Clerk III Technician, Sussex County Airport