



Meeting Minutes

Special Meeting Host: Wilmington/New Castle Airport and Delaware River & Bay Authority

September 20, 2018

1. **Call to Order**
2. **Hank Stoebenau, Chairman of the DVRPC Regional Aviation Committee, called the meeting to order. Mr. Stoebenau thanked everyone for attending the meeting.**

Ted Dahlburg welcomed the Regional Aviation Committee and gave a special thank you to the staff of Delaware River & Bay Authority for hosting the meeting.
3. **Minutes of June 21, 2018 RAC Meeting were approved.**
4. **Status of Regional Airports (2 Minute Reports):**
 - A. **Pennsylvania**

Brandywine:

1. **Obstruction Removal.** The Airport is progressing with the removal of tree obstructions to its runway approaches as identified in the Bureau of Aviation's Airport licensing and 5010 inspection. With the Township sending out letters to affected property owners as part of its enacted Airport Hazard Zoning Ordinance, the Airport is obtaining property owner cooperation. The Airport is waiting for LPV approach study data which will identify all hazards needing removal, so property owners can be informed of individual or groups of trees that must be trimmed and trimming requirements. All obstructions are located off airport property. The Board has had all of the obstructions removed that were identified on last year's 5010 inspection to hopefully be able to restore night approaches to RW27. The Airport sent a letter to the FAA on 06/23/17 and is currently coordinating with the FAA to reestablish Nighttime approaches at the Airport.

2. Conduct LPV Approach Feasibility Study. This project is for the completion of a Study Report evaluating the requirements and the potential for Runway 9-27 to facilitate a vertically guided approach maintaining the 30:1 GQS standard. The Statement of Work was approved by the FAA on 06/15/15. The Geodetic Control Plan was conditionally approved on 09/10/15 and the Imagery Plan was approved on 09/10/15 by the FAA/NGS. The Survey & Quality Control Plan was approved by the FAA on 10/14/15. The PACS/SACS have been installed on the airfield and have been processed and submitted to the NGS to get blue-booked for use in conducting the Control Survey for use in preparing the orthorectified aerial photography, processing of the planimetrics and performing the airspace analysis. The Imagery Data was submitted for review and approval on 03/18/16 and by the FAA on 10/31/16. Geodetic Control Data was received from the subconsultant and the Data was submitted in AGIS on 01/19/16 and comments were received from the FAA on 08/14/17 and the revised plan was uploaded on 10/16/17 and was approved on 03/12/2018. The Final Report was uploaded into AGIS on 05/07/18. The FAA reviewed the Final Report and offered comments on 05/14/18. Survey Rejected by Mark Ahern on 08/21/2018. Although there are a lot of comments, they are mostly rooted in the way our data is organized in the AGIS. The corrections seem to be easy deal with and we'll run down through the comments step by step to correct the deficiencies and anticipate uploading again soon. However, we expect more comments even if we are successful in correcting the current problems because the reviewer did not complete the review of the entire dataset.
3. Widen Runway for 9-27 WAAS, Ph II: Widen Runway Final Design: The Tentative Allocation was submitted for this Project on 05/04/17 and accepted on 05/24/17. The Grant was awarded by the BOA on 8/15/2017 and final design is nearing completion. The Chester County Conservation District (CCCD) issued NPDES Permit File Number: PAC150070 and approval of the Erosion and Sedimentation Pollution Control (E&SPC) plans. A copy of the NPDES Permit and stamped E&SPC Plans will be available at the site during construction until the site is permanently stabilized. We are currently working on obtaining temporary construction easements/permanent maintenance easements with the properties that will be impacted by this project that the Airport does not own. It is anticipated that the Final Plans and Project Manual will be submitted to the BOA for approval to advertise once the easements are in place; hopefully, later this month.
4. 2018 Special Events:
 - a. There are no special events scheduled at this time.
5. Anticipating grants for:
 - a. SFY 2017 Widen Runway 9-27 for WAAS, PH III: Widen Runway, Construction \$980,000 (BG)
 - b. SFY 2017 Mitigate Approach Obstructions RW 9-27, Ph I: Develop Mitigation Plan \$166,666 (BG). TA Issued, but will not be released until the LPV Survey has been accepted in AGIS.
 - c. SFY 2017 Mitigate Approach Obstructions RW 9-27, Ph II: Mitigation \$166,667 (BG)
 - d. SFY 2018 Rehabilitate Runway Lighting, Ph I: Design \$130,000 (BG)
 - e. SFY 2018 Construct hangar Infrastructure, Phase I-Design \$200,000 (MTF-A)

- f. SFY 2019 Rehabilitate Runway Lighting, Ph II: Construction \$857,800 (BG)

Chester County

1. Runway Taxiway: Final stages of creating runway taxiway. Repainting runway markers.
2. 2018 Special Events: 8/17 National Aviation Day was successful

Doylestown

1. Land Acquisition: Land Acquisition near the Doylestown Airport is not required at this time.
2. Pave Grassed Tiedowns and Construct Bypass Taxiways: The grant has been received for this project, but it will most likely not go to construction until Spring 2019 due to the extremely wet weather.
3. Runway 5-23 Rehabilitation: Design will be completed in 2018 and Construction is scheduled for 2019.
4. 2018 Special Events: None at this time.
5. Anticipated grants for:
 - a. SFY 2018 Construct Bypass Taxiways on R/W 5 and 23 Ends and Pave Grass Tiedowns \$750,000 (BG) has been received
 - b. SFY 2017 Rehabilitate Runway 5-23, Ph I: \$166,666 (BG) has been received.

Heritage Field

1. Obstruction Removal: Airport is continuing with our obstruction removal program on the south side of 10.
2. SRE: The Snow Removal Equipment Acquisition grant has been received and the equipment is being ordered. However, it is anticipated that the equipment may not be received until Spring 2019.
3. 2018 Special Events: None at this time.
4. Anticipated grants for:
 - a. SFY 2017 Rehabilitate Taxiway A, Ph I: Design \$142,500 (BG)
 - b. SFY 2017 Acquire Snow Removal Equipment \$125,000 (BG) has been received.
 - c. SFY 2018 Rehabilitate Taxiway A, Ph II: Construction \$1,425,000 (BG)
 - d. SFY 2018 Construct Corporate Hangars, Apron, TW & Access Road, Phase I-Design \$348,700 (MTF-A)

New Garden Flying Field

1. Runway Widening and Reconstruction, Phase 2 - Construction. A Substantial Completion inspection of this project was held on 10/27/17 and a Punchlist developed. It was decided at the inspection that the Primary electric relocation work included under Add Alternate No. Three (3) would be removed from the Contract and rebid as a separate Project. Change Order No. Three (3) for an adjustment to final quantities was approved by the Owner, Engineer and Contractor and submitted to the BOA for approval on 02/15/18. The Final Application for Payment and Engineering Supplement were submitted to the BOA for approval on 02/16/18. Final Payment was submitted in dotGrants on 05/03/18 and made by the BOA on 06/19/18. Project Closeout has been requested by the BOA and is in progress.
2. FAA/BOA Compliance Inspection: The FAA and BOA conducted a compliance inspection at the Airport on 07/17/17 and issued a Land Use Inspection Report on 08/02/17. The report identified discrepancies on the ALP/Exhibit A Property Map, the location of a runway designator marking during the temporary displaced threshold for construction, storage of non-aeronautical vehicles on airport property, non-aviation related uses of airport facilities, non-aviation related structures located on airport property (DEP Ozone Monitor and residential house) and confirmation of the RSA Grade off the Runway 24 end. A response was submitted on 09/28/17 and a confirmation letter received from the FAA on 10/04/17 outlining that an update to the ALP/Exhibit A shall be submitted within the 3 years of the letter, that Land Release Requests must be submitted for the non-aeronautical activities, and the house within the approach to RW 24 must be vacated within the next 2 years.
3. LPV Survey Grant: The Bureau of Aviation offered the grant for the conduct an aeronautical survey for the LPV approach into N57 on 10/10/17 and it was accepted on 10/11/17, but after grant modifications were requested for a new resolution it was finally accepted on 12/13/17. Grant amount is \$165,375. The airport was flown in September and the field work was completed in late October/November 2017. The Geodetic Control Data was conditionally approved by the FAA on 01/24/18 based on the condition that the deliverables associated with establishing Temporary Airport Control Marks (as specified in AC 150/5300-16 Section 2.2), will be submitted with the final AC-18B deliverables. The imagery plan was approved in AGIS on 11/28/17 and the Imagery data hard drive shipped via FedEx on 03/19/18 and we are still awaiting review from the NGS. The new Airport planimetric's and contours have been completed and the Engineer has developed surfaces for evaluation once the imagery data is approved. **On 08/21/2018 the Final Report was uploaded to AGIS for approval. Pending acceptance in AGIS the Survey Process Form will be completed and will be uploaded.**
4. 2018 Airport Activities:
 - a. **5K Runway Run** - N57 kicked off the summer on June 3rd partnering with the YMCA of the Greater Brandywine Valley hosting the annual 5K Runway Run with the Girls on the Run and Stride Programs. This year 2500 runners participated in the annual 5K Runway Run.
 - b. **Chester County Balloon Festival** - June 22-24 the Airport opened the doors for 12th annual Chester County Balloon Festival. This was the fourth year the event was held at the airport and proved to be a success even though the weather was a challenge. Balloon and helicopter rides were available for the



entire family as well as zip line, monster truck rides, live bands, and a wine and beer garden.

- c. **Aviators Camps** - 2018 marked the 10th year for the Future Aviators Summer Camp. This program started in 2009 as a week of summer camp at the airport and now has grown to a year-round program with two-week long summer camps and a Future Aviators After the Bell program in local schools (Kennett Middle and Avon Grove) during the school year. The success of the program has been incredible! The summer program started with 28 campers and now attracts over 165 campers. We have given over 1100 introductory flights as part of this program. Several of our Future Aviators have joined the leadership team for the



camp as counselors and have gone on to attend Colleges with a focus in aviation. Several campers have received their pilots license when they turn 17.

- d. **Festival of Flight Air and Car Show** - The weather for this year's aviation extravaganza was less than ideal. Saturday was hot-hot with sunny skies and Sunday it rained all day. All of the aircraft were grounded while pilots and crew stood by waiting for the rain to stop and the clouds to lift but unfortunately this never happened. Here is to better weather for our 2019 events!!!



- e. **New Hangar Development** - Proposed hangar development opportunity at N57 for 60x60 hangars under land lease agreement. We are opening up our west hangar pad site which includes space for (6) 60x60 hangars. To find out more on this unique and limited opportunity at New Garden Flying Field please make plans to attend our hangar meeting on September 25th at 7pm.
- f. **Future Aviator Pavilion** - We have been running a fund-raising campaign for 2018 for the Future Aviators Program at the Airport. The funds generated by this campaign will go towards building a 30x40 (timber-frame) Future Aviator Pavilion at the airport on the hill overlooking runway operations. This pavilion will not only be an asset for the Future Aviators Program but will also provide a place for the community throughout the year to come visit the airport and watch airport operations.

5. Anticipate grants for:

- a. SFY 2018 Reconstruct and Widen Runway 6-24, Ph III: Construction \$680,000 (BG) for electrical improvements not included in the previous grants.
- b. SFY 2019 Rehabilitate Paved Access Road - Ph I, Design \$140,000 (MTF-A)
- c. SFY 2020 Phase II East End T-Hangar Development, Part A, Pave Taxiways & Final Site Work \$800,000 (MTF-A)
- d. SFY 2020 Phase II East End T-Hangar Development, Part B, Construct T-Hangars \$350,000 (MTF-A)
- e. SFY 2020 Install PAPI and REILS RW 6 24 \$316,666 (BG)
- f. SFY 2020 Rehabilitate Paved Access Road - Ph II: Construction \$600,000 (MTF-A)

Quakertown

1. Runway 11-29 Approach Obstruction Removal, Phase 3. The Airport Authority has received the Grant to remove obstructions from the Runway 11 and 29 Approaches. The completion of this

project will address approach obstruction inside the Airport Loop Roads on both runway ends. Construction is anticipated to start around October 1.

2. Easement Acquisition. The Authority is working on acquiring easements for the properties under the Runway 11 and 29 approaches to allow access for the Obstruction Removal projects.
3. Rehabilitate/Expand Terminal Apron: Design work on the Rehabilitate/Expand Terminal Apron project is completed and the NPDES Permit has been submitted. This project will be put on hold so the next phase of Obstruction Removal can be completed.
4. 2018 Special Events:
 - a. The pilots continue to have "Young Eagles Day" at the Airport on a monthly basis.
5. Anticipated grants for:
 - a. SFY 2019 Rehabilitate (Crack Seal and Re-mark) and Expand Terminal Apron, Ph II: Construction \$555,556
 - b. SFY 2017 Acquire Land, Runway 29 Approach (Peseko - TP # 23-25-29 - 0.76 Acre; Schneider - TP# 23-25-31 - 0.70 Acre) \$540,000 (CB) Gov. Wolf awarded on May 25th.
 - c. SFY 2018 Mitigate Approach Obstructions, Ph III: Acquire Easements and Removal \$166,666 (BG) has been received

Van Sant:

1. Operations: Whenever President Trump spends the weekend at his Bedminster, NJ golf club, they can't give Piper Cub or glider rides, and that really impacts their ability to make a living.
2. 2018 Special Events:
 - a. Dinner and Movie Night Under the Stars – June 30th Airshow, RC Planes, Kite Flying & Movie "Bright Eyes."
 - b. Dinner and Movie Night Under the Stars – July 28th.
 - c. Dinner and Movie Night Under the Stars – August 25th.

Wings Field

1. Mitigate Obstructions RW 6-24 Approaches: Bids were received on 04/28/17 and The Davey Tree Expert Company was the apparent low bidder in the amount of \$181,658 for Base Bid. Based on discussions with L.R. Kimball and the BOA the scope of this Project was reduced and it was recommended that the WFPA only award the Runway 6 clearing portion of the Contract in the amount of \$116,089.89. A Pre-Construction Conference was held on 08/09/17. Construction NTP for this Project was on 12/11/17 and the tree removal portion of the Project is almost complete. A Start Work Order was issued on 04/23/2018 and a subsequent Stop Work Order on 04/28/2018 until the proposed obstruction light can be installed. The project is anticipated to be completed this Fall.
2. Crack Seal and Remark RW 6-24: Bids were received on 04/13/17 and there were three (3) bidders for the project. Axtell's Pavement Solutions, LLC submitted the lowest responsive bid for

the project in the amount of \$36,905.00. A Pre-Construction Conference was held on 08/09/17. Construction NTP was issued on 10/30/17 and the Project was completed on 11/03/17. A final inspection was held on 01/16/18 and project is currently being closed-out in dotGrants.

3. Upgrade Weather Reporting Equipment (AWOS): Bids opened on 09/06/18 and were substantially higher than the engineers estimate. The Engineer is coordinating scope and price with the only bidder to bring the project more in line with the TA amount that was issued and once completed will be submitted to the BOA to satisfy the TA for issuance of the grant. NTP is anticipated for this fall.
4. FBO News:
 - a. Wings Hangar Nights--suspended for summer vacation months, resumed 9/13, with presentation by AOPA Ambassador Norm Isler.
 - b. FAAST safety seminar (Loss of Control and Upset Recovery) held 6/23 was well attended.
 - c. Wings N' Wheels Community Airport Day held 9/8--in spite of early morning rain showers, approx. 1300 people showed up (about 65% of normal-sunny day turnout).
 - d. Flight School is adding a Cessna 150 and Citabria (for upset recovery training)
 - e. Start-up of satellite Part 141 flight school to commence soon.
5. Anticipating grants for:
 - a. SFY 2017 Upgrade Weather Reporting Equipment (AWOS) \$130,000 (BG). TA issued by BOA, working on satisfying TA Requirements and issuance of an NTP this fall.
 - b. SFY 2017 Acquire Snow Removal Equipment (SRE) \$230,000 (BG). TA issued by BOA, working on satisfying TA Requirements this fall.
 - c. SFY 2018 Rehabilitate Taxiways, Central Area, Ph I: Design \$166,667 (BG)
 - d. SFY 2019 Rehabilitate Taxiways, Central Area, Ph II: Construction \$606,944 (BG)
 - e. SFY 2019 Remove Runway 24 Obstructions & Perform Mitigation, Phase II \$200,000 (AD)
 - f. SFY 2021 Construct West Terminal Apron, Ph I: Design \$335,000 (MTF-A)

B. New Jersey Airports:

South Jersey Regional

1. Drainage Improvement Around T-Hangars - Project on hold until higher priority projects are completed. NJDOT Support Services division will be responsible for project management. No change since last meeting.
2. Environmental Study for Obstruction Removal, Phase 2 - Consultant will probably do feasibility study for the lighting of obstructions. More archeological testing has to be done. Project may have to be continued by new consultant to Bureau of Aeronautics. No expected completion date yet.

3. Environmental Study for Runway Widening/Taxiway Relocation Project - Work on final EA is being wrapped up. Final document in the process of being prepared and should be available for NJDOT Aeronautics and Environmental section review by the end of September.
4. Special Events: 9/29 National Aviation Day and 10/6 Girls in Aviation

Trenton-Mercer

1. Taxiway H, B, F Rehabilitation - Construction Phase III - Project completed. Waiting for final inspection.
2. Taxiway H, B, F Rehabilitation - Construction Phase II - Project completed. Waiting for final closeout documents from contractor. No change since last meeting.
3. Security Fence Improvements - Project completed. Waiting for final invoice.
4. Rehabilitate RWY 6/24 Pavement, Lighting & Signage - Construction Phase I - Project 95% completed.
5. Rehabilitate RWY 6/24 Pavement, Lighting & Signage - Construction Phase I - Project 95% completed.
6. Runway Protection Zone Obstruction Identification - Results have been sent to FAA for review and comment. No change since last meeting.
7. Reconstruction of Taxiway D & Rehabilitation of Taxiway G - Project work started in August.

State-Wide Projects

1. GIS for NJ Airports Pavement Management System - Project 90% completed.

C. Delaware

(See below)

5. Presentations

- **The Delaware River & Bay Authority**
Steve Williams, Deputy Executive Director
- **Delaware Department of Transportation**
Josh Thomas, AICP, GISP, Planning Supervisor
- **Summit Aviation**
Hugh Dolan, Facilities Manager, Airport Operations

6. DVRPC Planning Activities

DVRPC's Aviation Program received a grant from the FAA for 2019. The grant will be used for counting at Chester County, Spitfire, Summit and Wings airport and Phase I of the Regional System Airport Plan Data Collection Initiative.

7. Capital Funding Program Status

- **FAA** – 54 for Grants \$110 million (2017); 55 Grants for \$88 million (2018); \$16.5 million carryover. Funding for 2019 deadline is September 30th. Received a short term extension from Congress. Supplemental AIP remains available through 9/2020.

8. Old Business/New Business/Announcements/Adjournment

DVRPC RAC Remaining Meeting Dates for 2018

- November 30 (Location TBD)

Proposed Meeting Dates for 2019

- March 21
- June 20
- September 18
- December 5

Note: Following the meeting, a guided tour of the Flight Safety Simulator was conducted where members of the Regional Aviation Committee had the opportunity to take a mini course in operating an airplane.

Attendance

Affiliation

Ted Dahlburg	DVRPC
Najah Jackson	DVRPC
Hank Stoebenau	Wings Field
Steve Tereszvk	Summit Aviation
Gary Hudson	KMQS
Fran Strouse	L.R. Kimball
Michael Boyer	DVRPC
Elaine Farashian	Aero Club of PA
Keith Herzstein	Trenton- Mercer Airport
Timothy Hogan	Wind Walker Aero Club So. Jersey Regional Airport
Joy Bose	South Jersey Regional Airport
Josh Thomas	Delaware Department of Transportation
Lori Pagnanelli	FAA
Hugh Dolan	Summit Aviation
Dale Russell	Urban Engineers
Dale Carman	Trenton- Mercer Airport
David Nelson	OQN
Linell Homentosky	Michael Baker Intl
Rick Lucas	McFarland Johnson
Tony DiGiacomo	Cecil County, MD Land Use & Development Services
Nick McLaughlin	C&S Engineers, Inc.
Greg Sachanoff	DRBA
John Sarro	DRBA
Benjamin Clendaniel	DRBA
Stephen Williams	DRBA