

**DelDOT Aeronautics  
Delaware Aviation Advisory Council (DAAC)  
Meeting Minutes  
October 23, 2024**

**Members Present**

Captain CJ Charlton, Aviation Education  
Jeff Chorman, Fixed-Based Operator  
Jeremiah Hardy, Corporate Aviation  
Richard Horstmann, At-Large  
Matt Jordan- Kent County- At Large  
Kimberley Shropshire, At-Large

**DelDOT Support Staff**

Steve Bayer, Planning Supervisor  
Austin Gray, Aeronautics Program Manager  
Pamela Steinebach, Director, Planning

**Others Present**

Randal Wiedemann, R.A. Wiedemann & Assoc.  
Paul Wiedemann, R.A. Wiedemann & Assoc.  
Lee Christian

**I. Welcome and Introductions**

- **Introductions:** The meeting started with a roll call of the DAAC members present. Quorum was confirmed. Austin presented the current Safety Slide, which includes the recent number of Delaware Traffic Fatalities. Pam Steinebach commented that October is Pedestrian Safety Month, which includes safety events that are taking place in Delaware to promote Pedestrian Safety.
- **Administrative Updates:**
  - **Staff Updates:** Austin announced that Steve Williams, the Chairperson for the DAAC resigned from the DAAC in June, so nominations will take place for a new Chair and Vice Chair in the January 2025 meeting. Austin asked the DAAC members if they know anyone interested, to please contact him.
  - **DelDOT Intern Program:** Austin stated that DelDOT currently has one intern, Bryce Kent, and will be holding interviews in November to hire an additional intern.
  - **Aircraft Counting Program:** Austin informed the Council members that new aircraft traffic counting devices and equipment have been deployed and we are currently working through some technical issues but have been regularly visiting the airports and collecting data.

- **System Planning Projects:** Austin announced that DelDOT received an FAA grant for the State Aviation System Plan and work will begin in the coming weeks.
- **FY26-FY30 FAA ACIP Update:** Austin stated that the FAA requires the programming funding document to be submitted yearly for funding purposes. Austin also stated that he would like to have the DAAC involved in reviewing for input on funding future projects.
- **Attendance at NASAO (National Association of State Aviation Officials) 2024 Convention:** Austin announced that he attended the NASAO conference from September 7<sup>th</sup>-11<sup>th</sup>. Austin stated that he gained a lot of new ideas that he obtained from other State Aviation Program managers that he hopes to incorporate into the State Aviation Program.
- **DelDOT Office of Aeronautics Roles and Responsibilities:** Austin stated that a video of the DelDOT Office of Aeronautics Roles and Responsibilities has been published online: <https://www.youtube.com/watch?v=YKjmaPoj6qo>.

## II. Old Business

- **Approval of Meeting Minutes:** Copies of the meeting minutes from the July 24, 2024, meeting was distributed and reviewed by the DAAC Council members before the meeting. Austin asked the members for approval of the minutes. All members agreed on the minutes, and they were approved. Austin mentioned that the meeting recordings are now being published on the DelDOT YouTube Channel- <https://www.youtube.com/watch?v=XepEQ1DhFLs>, as well as the DelDOT Aeronautics webpage. <https://deldot.gov/Programs/aeronautics/index.shtml>

## III. New Business

- **DAAC Overview:** Austin provided a brief overview of the Delaware Aviation Advisory Council (DAAC) Del. Code Title 2 § 103. Austin stated that the code provides the roles and responsibilities of the DAAC Council members.
- **Advanced Air Mobility (AAM) Study Updates:** Randal presented information on the Advanced Air Mobility Study, stating that it includes New Aircraft Types, such as Electric Vertical Takeoff and Landing (EVTOL) Vehicles; Conventionally Powered VTOL Aircraft as well as Drones. Randal explained that over the years, the power source for such aircrafts has evolved from Batteries to Hybrid Systems. Randal also provided examples of the Potential Demand in Delaware for these types of systems, which included: Urban Commuting, Tourism and Leisure Travel, Small Package Delivery, and Medical Logistics as well as Disaster Response. Randal further explained that Vertiport Infrastructure would need to take place for these systems to take off and land as well as having enough power sources to charge these systems. Randal stated that a meeting will be taking place to discuss the next steps to identify potential workforce development impacts of AAM in Delaware.

Kimberley asked the question – Do we want to pursue this venture as it could potentially create crowded airspace, especially with drones. Randal explained that in his presentation, it would be approximately 100 drones and 100,000 electric vehicles.

Randal also stated the FAA is also working on upgrading the airspace control system to keep the separation of drones and other aircrafts.

Captain CJ Chalton also responded to the questions and concerns about AAM. He explained that Delaware State University is a strong advocate for this study and would like to be a part of future discussions to provide his input. Randal responded by stating that only one meeting has taken place but will be sure to add Capt. Charlton to future meetings moving forward.

Kimberley also asked the question if discussions have taken place regarding wildlife protection from these types of aircraft systems. Randal stated that an environmental process would be required to evaluate the effects on wildlife.

- **State Funding Program:** Randal provided information on the Priority Rating Process to determine how to allocate the funding, which includes Project Coefficients (Importance relative to other airport projects); Seven Airport Rating Factors, and 100 Point Scale. Randal provided an Airport Project cost breakdown for the seven projects. Austin stated that he is looking into funding for these projects.

#### IV. Member Updates

- **Jeff Chorman updates:**
  - **Greenwood and Chorman Airports:** Jeff announced that a fly-in event will take place on October 26th at Chorman Airport from 10am-3pm. Jeff also announced that trees will be taken down near the runway. Jeff commented that they are in need of another T-hanger. Jeff also mentioned that he was turned down for funding from the FAA due to not being an NPIAS airport. Jeff is asking Austin for assistance with this request.
  - **Laurel Airport:** Working on a quote for the removal of overgrown trees that are obstructing the lights at night. Jeff will be working on getting this issue resolved.
- **Captain CJ Charlton:**
  - **Aviation Education:** Capt. Charlton announced that the Aviation Program at Delaware State University will be expanding in a significant way, through enrollment, funding, collaboration, and venturing into new industries. Capt. Charlton also announced that DSU will be building a virtual airport innovation laboratory with ADSB capability, server driven that allows it to be distributed throughout the state. Capt. Charlton stated that DSU would like to partner with the DAAC, local airports, DRBA, Amazon, Walmart, DE Air National Guard, and Air Force reserves to provide a platform so everyone can perform research, feasibility, testing, safety studies, and environmental impact. Capt. Charlton also mentioned the plan is to build in three phases, which would include building virtual labs at Delaware Airpark, Chandelle, and Summit or ILG so that everyone can be a part of this testing platform.
  - **Delaware Airpark Program:** Capt. Charlton shared that DE Air Force Base will be providing two jets at Delaware Airpark. Capt. Charlton informed the DAAC

that Delaware Airpark's runway does not have enough space to handle these types of jets, so they are looking for funding sources to add additional space to the current runway. He also mentioned that the jets could be offered for State use as well.

- **Vertiport at DSU:** Capt. Charlton stated that DSU is interested in building a Vertiport in their facility to support the AAM infrastructure conceptualization.
- **Helicopter Program at Chandelle Airport:** Capt. Charlton announced that DSU has moved their Helicopter program to the Chandelle Airport. They are asking if Chandelle could potentially be transformed into a Heliport.

**V. Public Comments**

- No public comments.

**VI. Next Meeting**

- January 15, 2025