

DelDOT Aeronautics
Delaware Aviation Advisory Council (DAAC)
Meeting Minutes
January 15, 2025

Members Present

LeSans Alexander, At-Large
Robert Bryant, Sussex County- At-Large
Jeff Chorman, Fixed-Based Operator
Jeremiah Hardy, Corporate Aviation
Richard Horstmann, At-Large
Matt Jordan- Kent County- At Large
Nick Ryan, New Castle County- At-Large

DelDOT Support Staff

Steve Bayer, DelDOT, Planning Supervisor
Austin Gray, Assistant Director, Planning
Pamela Steinebach, Director, Planning
Bryce Kent, DelDOT/ADCI, Intern
Tyller Maltbie, DelDOT/ADCI Intern

Others Present

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

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. Austin welcomed Ms. LeSans Alexander to the DAAC meeting. Austin announced that Kimberley Shropshire has decided to step down as the At-Large Council member and that Ms. LeSans Alexander has agreed to take on the role as the new At-Large DAAC Council member.
- **Administrative Updates:**
 - **Airport Operator Licenses:** Austin announced that the 2025 Airport Operator Licenses were sent out to the public use airports.
 - **Member Reappointment Letters:** Austin stated that Member reappointment letters were sent out to the Council members whose terms had expired as of 12/31/24. Those members will serve a two-year term. Austin also announced that we have one new council member, Ms. LeSans Alexander, and an appointment letter was also submitted.

- **DelDOT Intern Program:** Austin announced that DelDOT has hired two ADCI interns, Bryce Kent and Tyller Maltbie, who are also students at Delaware State University in the Aviation Management Program.

II. Old Business

- **Approval of Meeting Minutes:** Copies of the meeting minutes from the October 23, 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.

III. New Business

- **Nominations for DAAC Chair:** Austin explained to the Council that our previous DAAC Chairperson, Mr. Steve Williams resigned from the DAAC in July 2024 and since then, the DAAC needs someone to take on this leadership role to guide the DAAC. Austin asked the Council members for nominations to fill this position. Austin nominated Mr. Robert Bryant for DAAC Chairperson. Mr. Bryant accepted the nomination. The DAAC members voted and all approved Mr. Bryant as the new DAAC Chairperson.
- **FY25 YTD Jet Fuel Revenue Review:** Austin presented the DAAC with a list of the current FY25 Jet Fuel Revenue amounts collected as well as the tax fuel gallons sold. Austin also presented a graph chart that provides the trends from FY20-FY5, and it shows the numbers are steady throughout. Richard Horstmann asked if the information presented could be sent to the DAAC and Austin replied that he would send copies to the DAAC members.
- **State Funding Program Updates:** Austin stated that a new Funding program started in FY25 to provide State funding for privately-owned public-use airports that are not eligible for Federal funding. Austin announced that six projects were selected for FY25 funding:
 - Chandelle Airport Runway Stabilization
 - Chorman Airport Runway/Taxiway Sealcoating
 - Chorman Airport AWOS
 - Laurel Airport Tree Obstruction Removal
 - Summit Airport Runway Sealcoating/Marking
 - Summit Airport Self-Service Fuel StationAustin stated that funding has been set aside for these projects and that DelDOT is working on project agreement letters to finalize the funding process.
- **Aviation System Plan Update:** Randal reviewed the list of Aviation System Issues, Randal explained that one of the issues includes funding for privately owned, Public-Use Airports. Randal suggested to the Council that applying a 5-cent fuel tax at Avelo Airlines at the New Castle Airport could potentially generate funding to be used towards airport projects. Randal also noted to the Council that it would be in the

Council's best interest to get involved in the Workforce Development and Aviation Training program with Delaware State University. Randal continued with a review of the Aviation Systems Goals and Objectives. Austin noted that the DAAC will act as the review committee for the System Plan Update and asked the Council members to provide their feedback on the information provided.

- **Advanced Air Mobility Feasibility Study Update:** Randal provided an update on the Advanced Air Mobility Feasibility Study (AAM). Randal stated the committee is in the final stages of the research portion of the study. The AAM committee will meet again in February to discuss and make recommendations to the State. Randal provided a list of items that the committee will be discussing, which includes Strategic Vertiport Location Criteria; Policy and Funding Initiatives; Workforce Development; Implementation Phases; and Stakeholder Engagement.

IV. Member Updates

- **Jeff Chorman updates:**
 - **Chorman Airport:** Jeff Chorman stated that they received funding from DelDOT, to begin the AWOS Project. The project is to begin in the next few weeks. Jeff also mentioned that they will submit a funding request to pave their Taxiway once the next phase of funding becomes available.
 - **Laurel Airport:** Jeff announced that they will begin with runway clearing on the North end of the airport. Jeff also stated that the FAA contacted him about the removal of the instrument approach because the runway doesn't meet FAA requirements.
- **Robert Bryant updates:**
 - **Delaware Coastal Airport:** Robert Bryant stated that due to the recent snowstorm, Delaware Coastal Airport received about 12 inches of snow, and a snow removal took place, clearing the runway/taxiway as well as paved surfaces. Mr. Bryant also announced that the new construction of the parallel taxiway bravo would begin in late March or early April due to the availability of funding received from the FAA Airport Improvement Program. Mr. Bryant also mentioned they are currently working with the FAA on their submission of the Capital Improvement Plan to implement funding for future projects. Mr. Bryant announced that Randal Wiedemann provided their services to help with drafting an application for the FAA's new General Aviation Runway Extension Pilot Program. Mr. Bryant stated that they are hoping that Delaware Coast Airport will be chosen to participate in this program.

V. Public Comments

- No public comments.

VI. Next Meeting

- April 16, 2025