



Meeting Minutes

Special Meeting Host: Trenton – Mercer Airport

March 15, 2018

1. Call to Order
2. Hank Stoebenau, Chairman of the DVRPC Regional Aviation Committee, called the meeting to order. Mr. Stoebenau thanked Linda Montgomery of Trenton – Mercer Airport and the Pfizer Corporation for hosting the meeting and asked meeting attendees to introduce themselves.
3. Minutes of the December 21, 2017 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 planometrics and performing the airspace analysis. The Imagery Data was submitted for review and approval on 03/18/16 and is also awaiting approval. The imagery data was approved 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 we are awaiting AGIS review and approval.

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 underway. Coordination has taken place with the Chester County Conservation District (CCCD) regarding NPDES Permitting and the existing permit is expiring in February 2018; therefore a new permit application will be prepared and submitted in early 2018. The Notice of Termination for the existing permit was received by the Airport on 12/12/17 and will be submitted to the CCCD. A pre-application meeting was held with the CCCD on 3/8/18 and the NPDES/E&SC Applications will be submitted this week.
4. 2018 Special Events:
 - a. There are no special events scheduled at this time.
 - b. Effective 01/29/18, the Airport Owners name has changed from the New Brandywine Airport Club, Inc. to Brandywine Regional Airport, Inc.
 - c.
5. Anticipating grants for:
 - a. Widen Runway 9-27 for WAAS, PH III: Widen Runway, Construction
 - b. Mitigate Approach Obstructions RW 9-27, Ph I: Develop Mitigation Plan - \$166,666
 - c. Mitigate Approach Obstructions RW 9-27, Ph II: Mitigation \$166,667

Chester

1. Runway Taxiway: Rehabilitation project to be started the day after Memorial Day

Doylestown

1. Land Acquisition: The Airport Authority has completed the acquisition of the Goff Property near the northwest corner of the Airport.
2. Remove Obstructions RW 5 Approach, Ph: III: The Grant Amendment for this project has been received and the Airport is currently working to close out this grant. It is anticipated that the grant will be completely closed out by April 30.

3. Pave Grassed Tiedowns and Construct Bypass Taxiways: Bids are scheduled to be received on Friday, March 16 and a Grant Request Letter will be submitted shortly thereafter. Construction is anticipated to begin around April 15.
4. Runway 5-23 Rehabilitation: The Authority has received a Grant for the Rehabilitation of Runway 5-23, Paving and Lighting. Design will be completed in 2018 and Construction is scheduled for 2019.
5. 2018 Special Events:
 - a. The Airport is having an open house on May 19
6. Anticipated grants for:
 - a. Construct Bypass Taxiways on R/W 5 and 23 Ends \$388,888
 - b. Pave Grass Tie downs \$333,334

Heritage Field

1. Crack Seal & Marking: This project was completed in mid-September and has been closed out.
2. Obstruction Removal: Airport is continuing with our obstruction removal program on the south side of 10.
3. SRE: The Snow Removal Equipment Acquisition had to be rebid due to the inability of any manufacturers to meet the Buy American Requirements for the Loader. The project was redesigned to include a Tractor with Attachments and bids are due on Wednesday, March 14 (yesterday.)
4. 2017 Special Events:
 - a. The Airport is hosted a community fun-run and aviation exhibition the evening of Friday June 16th continuing our efforts of community outreach and inclusion.
5. Anticipated grants for:
 - a. Rehabilitate Taxiway A, Ph I: Design \$142,500
 - b. Acquire Snow Removal Equipment \$125,000

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 has been prepared and submitted to the BOA for approval. Once resolved the Final Inspection will be held and the final Change Order/Payment Application submitted for approval along with the Final Application for Payment and Engineering Supplement.

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 imagery plan was approved in AGIS on 11/28/17 and we are currently preparing the Imagery data for upload into AGIS for approval. Planimetric's and contours completed. Currently developing surfaces for evaluation.
4. Anticipate grants for:
5. 2018 Airport Activities:
 - a. 12th Annual Chester County Balloon Festival - June 22nd, 23rd, 24th 2018
 - b. Aviators Camps - July 9-13 and August 6-10, 2018
 - c. EAA240 Pancake Breakfasts - Saturday May 12th and Saturday June 9th, 2018

Quakertown

1. Runway 11-29 Approach Obstruction Removal, Phase 3. The Airport Authority has received a Tentative Allocation for a 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. The project will receive bids in April and should start work in May.
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. Equipment Storage Building Rehabilitation: Work on the Equipment Storage Building is progressing nicely. All that remains to be completed is the sealing of the concrete floor, the installation of the interior wall insulation, and the application of the exterior paint. Due to the weather requirements, the application of the exterior paint was held until Spring 2018. It is anticipated that the project will be completed by April 15.
4. Rehabilitate/Expand Terminal Apron: Design work on the Rehabilitate/Expand Terminal Apron project is progressing smoothly and the NPDES Permit has been submitted. It is anticipated that bids could be received in May and construction could start in June or July.

5. 2018 Special Events:
 - a. The pilots continue to have "Young Eagles Day" at the Airport on a monthly basis.
6. Anticipated grants for:
 - a. Rehabilitate (Crack Seal and Re-mark) and Expand Terminal Apron, Ph I: Design \$166,666
 - b. Rehabilitate (Crack Seal and Re-mark) and Expand Terminal Apron, Ph II: Construction \$555,556

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. Not available yet.

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. The Project is currently under a Stop Work Order due to recent snow. The Project is scheduled to resume on 01/08/18 weather permitting. The project is anticipated to restart and be completed in April 2018 once weather permits plantings and permanent seeding and mulching of disturbed areas.
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 and project close-out has been submitted.
3. Upgrade Weather Reporting Equipment (AWOS): TA issued on 9/7/17. Engineering Agreement has been submitted to the BOA for review and approval.
4. FBO News:
 - flyAdvanced (FBO) is in the process of increasing instructional fleet. In addition to 12 Cirrus and two 172's already operational, they are actively looking to add light sport and complex aircraft to the mix. Additional classroom space expected in March/April timeframe.
 - FBO is in the process of granting the local Civil Air Patrol unit a place to call home for meetings and basic operations.
 - FBO has started a program, "Hangar Nights", which meets the first Thursday of each month to bring pilots and the community together. The first event was a big success.

- Wings is home to the Stratus Aviation Foundation which meets every Saturday to teach youth about aviation. They currently operate a Red Bird full motion simulator and a Fly This Sim touch trainer. In addition to lessons in the sims, SAF youth are in the process of building a second RV-12 aircraft and will be unboxing the newest project which is on location -- a Rans 7S tube and fabric kit.

5. Anticipating grants for:

- a. Acquire Snow Removal Equipment (SRE) \$230,000

2018 Airport Activities: There are no special events scheduled at this time

B. New Jersey Airports:

South Jersey Regional

1. Drainage Improvement Around T-Hangars - Project on hold until higher priority projects are completed. No change since last meeting.
2. Main Tiedown Apron Rehabilitation Environmental Determination for Obstruction Removal (Phase I) - Construction completed. Waiting for warmer weather to complete remaining punch list items.
3. Telephone poles removal and utility lines burial. - New DEP permitting requirements requires additional work to be done to complete permit application. An application for a second grant to cover the extra work and increased costs is being submitted to the FAA for approval. Requested new quotes from utilities. Survey of project area completed. Project should be completed
4. Environmental Determination for Runway Widening/Taxiway Relocation Project- Fieldwork in progress. Project should be completed before end of year.

Trenton-Mercer

1. Taxiway H, B, F Rehabilitation – Construction Phase III- Waiting for time extension request letter from airport. Expect construction to start Spring 2018.
2. Taxiway H, B, F Rehabilitation - Construction Phase II - Construction completed. Punch list items still need to be completed. Project will not be closed until sometime in early spring because of soil conservation requirements. No changes since last meeting.
3. Security Fence Improvements - Time extension request approved. Need to complete punch list items. Project about 99% complete.
4. Rehabilitate RWY 6/24 Pavement, Lighting & Signage - Construction Phase I - Project slated to begin in Spring or Summer 2017.
5. Rehabilitate RWY 6/24 Pavement, Lighting & Signage - Construction Phase I - Notice to proceed issued. Project slated to begin in Spring or Summer 2017.
6. Update Master Plan - All public meetings completed. Project should be completed in early spring.

Trenton-Robbinsville

1. Detention Basin Cleanout, Drainage - Time modification granted. No change since last meeting.
2. Storm water Management Plan Study - Project completed. Still waiting for final invoice for closeout. No change since last meeting.
3. Environmental Assessment Study - Project completed. Still waiting for final invoice for closeout. No change since last meeting.

State-Wide Projects

1. Economic Impact Study - Project completed. Closeout paperwork sent to FAA.
2. Pavement Management Study at 17 NPIAS Airports - Project approximately 90% completed. Expect completion in Spring 2017.
3. Obstruction Evaluation at Greenwood Lake and Central Jersey Regional Airports - Mapping and obstruction analysis completed for both airports. All data entered into AGIS. Final document submitted to FAA for approval in February.
4. GIS for NJ Airports Pavement Management System - Project 70% completed.
5. Obstruction Evaluation at Linden, Sussex, Monmouth Executive and Princeton Airports - Aerial surveys of all airports were flown while foliage was still on the trees. Mapping and obstruction analysis is underway at all airports. Final draft report completion scheduled for June 2017.

C. Delaware

Wilmington

1. Working on Master Plan.

5. Presentations

Trenton-Mercer Airport

Melinda Montgomery, A.A.E., Airport Manager, discussed facilities, operations, services, and improvements at Trenton-Mercer (TTN). TTN is a county-owned airport located in Ewing Township, Mercer County, New Jersey. One of New Jersey's busiest airports, TTN serves scheduled airlines plus general and corporate aviation.

Applying Pavement Management to Airports: New Jersey Case Study

Michael Frabizzio, P.E., Vice President of Engineering, Advanced Infrastructure Design, discussed the usefulness of network-level pavement evaluation and management for airports. Such an effort informs an airport of its existing pavement

condition and treatment needs, including required funding dollars over time, and provides it with a multi-year treatment plan for optimizing the pavement condition. The typical scope of work involved and deliverables produced will be illustrated via a case study example done on seventeen (17) airports in New Jersey.

6. DVRPC Planning Activities

Staff reported on DVRPC's ongoing aviation planning activities. For example, DVRPC is publishing its most recent report on aircraft operations at the following airports: Chester County, Penn ridge and Pottstown Municipal.

7. Capital Funding Program Status

- **FAA** – waiting to receive grant funds by end of March. Land use inspections are conducted twice a year per region to be in compliance.
- **NJ** – Allocated \$4 mil 2018 grant distribution. 8 airports received state grants. 2 airports received FAA matching grant.
- **DE** – Received DE State planning grant for 2017 economic impact assessment. Partnered with FAA for Statewide system update. No state capital funds. Working to rejuvenate state council (government reps and pilots).

8. Old Business/New Business/Announcements/Adjournment

DVRPC RAC Remaining Meeting Dates for 2018

- June 21 (PHL Airport)
- September 20 – (location TBD)
- December 20 – (location TBD)

Note: Following the meeting, a guided tour of the Pfizer Aviation Hangar was conducted for the members of the DVRPC Regional Aviation Committee. The hangar is one of the largest of its kind and boasts a wide range of facilities (e.g. , kitchen, sleeping quarters, lounge, offices and conference rooms).

Attendance

Affiliation

Ted Dahlburg	DVRPC
Najah Jackson	DVRPC
Gary Hudson	KMQS
Fran Strouse	L.R. Kimball
Michael Boyer	DVRPC
Reiner Pelzer	AECOM
Elaine Farashian	Aero Club of PA
Keith Herzstein	Mercer Airport
Todd Newberry	Wings Field
Timothy Hogan	
Joy Bose	
Kenneth Thompson	DVRPC
Tom Edinger	DVRPC
Jonathan Ferullo	DVRPC
Josh Thomas	Delaware Department of Transportation
Lori Ledebom	FAA
Clare Mansfield	NJ Department of Transportation
Chris Rinaldi	NJ Department of Transportation Aeronautics
Deven Patel	NJ Department of Transportation – MGAP
R. Nicholas McLaughlin	CRS Engineers
Dale Russell	Urban Engineers
Shelley Ewalt	McBreen & Kopko
James Clarkin	DOA – PHL
Brian Strizki	JMT
Jeffrey Wilkerson	City of Trenton
Kaz Tabrizi	AID
Mike Frabizzio	AID
Glenn Stott	NJ Department of Transportation
Melinda Montgomery	Trenton – Mercer Airport
Dale Carman	
Joe Ionmotino	