

APPROVED

Delta County Airport Advisory Board
October 11, 2006 Minutes

I. ROLL CALL

PRESENT: Falcon, Mark, Schultz, Thill, Herioux, Bengry, Shirley, Lantagne, and Larrabee

ABSENT: Jussila

OTHERS PRESENT: Manager Ness, and Asst. Manager Smith

II. AGENDA APPROVAL: Moved by Commissioner Schultz and supported by Commissioner Thill to approve the October 11, 2006 agenda. URS presentation cancelled for October meeting, moved to November 8th board meeting. Request to add an item under Manager's Report, Letter d – Roland \$\$\$. Schultz and Thill amended their motions to include the above changes. **MOTION CARRIED.**

III. MINUTES: Moved by Commissioner Schultz and supported by Commissioner Mark to approve the September 6, 2006 and September 29, 2006 minutes. **MOTION CARRIED.**

IV. COMMUNICATIONS:

A: Received – FAA requirement for ground training policy change to the airport manual (obstacle free zone)
Manual is being changed and will reflect new policy.

B: Sent - None

V. REPORTS:

A. Finance Committee: None

B. Personnel Committee: None

C. Property Committee: None

D. Resolution Committee: None

E. Chairman's Report: None

F. Manager's Report

G. Financial Issues

a. **PFC** – Board received bank statement regarding PFC \$\$'s; also showing the payment for ½ of runway project. The other ½ will be paid with the \$\$'s in the capital outlay account held by the county.

b. **Timber Sales – 40 acres:** How will this be divided? Mitigation?

c. **Dagenais Property:** Discrepancy as to balance. What's left?

d. **Roland Lease:** \$11,804.81 given back to airport fund. Amount was deducted from appropriation in July because of Roland Lease (money is not for operating usage). Discussion took place regarding tracking of these issues, and discussing these financial issues with the County. Commissioner Schultz suggested getting on the C.O.W. Finance meeting for the County Board, and get these issues finalized. A motion was made by Commissioner Mark and supported by Commissioner Larrabee to request an action plan from the County regarding the RZ Lease dollars, Timber Sale dollars on the 40-acres, and the true-accounting on the Dagenais property sale and what's left in the capital outlay account in the County books. **MOTION CARRIED.**

1. **QT Technologies:** Info on yearly service contract for the Sara 100LL fuel machine was

- given to board. \$595.00/year and in the 06-07 budget.
2. **Regional Aviation Partners (RAP):** Manager Ness gave information regarding this lobbying organization. Membership to join \$1,000.00 business/per year. A suggestion was given to contact MAAE and see if we get the same kind of support before spending any money on memberships.
 3. **Proposal 4:** This was given to the board regarding a proposal that will be on the November 7 election ballot. This was informational only, so the board can read this and see that this would directly affect the airport if we were in need of purchasing any more land for extensions, etc.
 4. **Fire Training:** Manager Ness informed the Board that the maintenance staff received their yearly fire training in September. The Airport partnered with Iron Mountain, and the staff had to travel to Ford Airport. We received a grant, and will pay our share when the bill arrives (10% of bill, up to \$5,500.00).
 5. **RenZone Update:** Commissioner Shirley informed the board that there are some new reports regarding the 40 acres in the Renaissance Zone. The amount of acres in the wetlands may decrease based on findings from the NRCS. There will be more information as actions happen.
 6. **Customer Service:**
 - a. Enplanements Report and Fuel Report given to board.
 - b. State advertising grant – no longer available. Discussion took place and ideas were given for creative ways to advertise the airport. Manager Ness was asked to get on Delta Rendezvous and other radio stations. Find other ways to keep the public informed.

VI. OLD BUSINESS:

- A. Discussion was held regarding the underground fuel tank, no longer in use. Contact with STS Engineering, Tony Schomin regarding taking it out. They would only be the engineer, and would have to hire a contractor. More checking needs to be done. More information will follow when available.
- B. Told the board to look at the Honor Board, almost completed. Ask for other contributions for Mike Bruntjens plaque, requested by the Airport board of 2005-06.
- C. Manager Smith's contract was negotiated.

VII. NEW BUSINESS:

- A. Commissioner Mark handed out an informational sheet regarding Ad Volarem taxes and the airport becoming more self-sufficient with this funding. The board was asked to look this over for possible discussion in the future.

VIII. PUBLIC AND BOARD COMMENT:

- A. Terry Glimn asked about the total hangar income rent/per year. Also asked about the Hannahville grant for the courtesy car.
- B. Rory Mattson asked about the underground tank removal and will have his office (Delta Conservation District) look up if any State or Fed grants are available.

IX. ADJOURNMENT:

Moved by Commissioner Herioux, seconded by Commissioner Bengry and adjourned at 5:55 p.m.

Respectfully Submitted by:

Kelly J. Smith, Assistant Manager

Michael Falcon, Board Chairperson