

APPROVED

Delta County Airport Advisory Board
November 8, 2006 Minutes

I. ROLL CALL

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

ABSENT: Lantagne

OTHERS PRESENT: Manager Ness, and Asst. Manager Smith

II. AGENDA APPROVAL: Moved by Commissioner Jussila and supported by Commissioner Thill to approve the November 8, 2006 agenda. MOTION CARRIED.

III. MINUTES: Moved by Commissioner Schultz and supported by Commissioner Thill to approve the October 11, 2006. MOTION CARRIED.

IV. PRESENTATION BY URS – BILL MALINOWSKI – 5 year Plan. Mr. Malinowski went through the 5-year plan and presented an Exhibit “A” drawing and the ALP drawing. These will be updated with the suggestions given during the meeting. Questions and discussion were held throughout the presentation. Moved by Commissioner Shirley and seconded by Commissioner Jussila to approve and recommend to the State, the 5 year plan and also send the 5-year plan on to the County Board as information. MOTION CARRIED.

Commissioner Lantagne arrived during URS Presentation

IV. COMMUNICATIONS:

A: Received - None

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

1. **Marketing/Twn Mtg:** Manager Ness reported on the meetings she has been attending. Also reported on being on Delta Rendezvous airing Friday, November 10th.
2. **Auction/Finances:** Manager Ness reported we participated in the State Auction at the UP State Fairgrounds and we sold equipment, receiving just under \$3,400.00. A heat/cooling unit did not get sold; the airport is donating the unit to the animal shelter. Commissioner Falcon suggested a photo op for the newspaper.
3. **Snow Mtg and Fire Truck:** Snow Mtg was held with Maintenance, Airline Staff and Manager Ness. Ness also informed the board that the Airport Fire truck will be out of service, for as long as it takes our maintenance department to fix the pump, starting Saturday after the 5:30 p.m. flight. Time is an issue, and this could not take place during regular hours of operation. Escanaba Public Safety is on notice in case we need their fire truck for the commercial flights.

4. **RenZone:** Smith informed the board that the County approved the advertising plan presented by Administrator Erickson at last night's meeting. \$6,500.00 will be spent, leaving \$5,500.00 out of the budget for possible recruitment expense, etc. Ness informed the board it was suggested that the Airport Board aid in manning the booth for the 2007 Logging Congress at the UP State Fairgrounds. Commissioner Shirley made a comment that Ann Jousma-Miller, EDA, has a "hot" lead. Also discussed the new road at the airport on the west side. Maintenance is concerned with the amount of locals using the road for shining deer. A suggestion was to close off the road. It is the airport's road, not maintained or plowed in winter by City or County, and this would keep possible accidents from happening, during hunting season, or any other time. It was brought up that the road would need to be closed at both ends. Moved by Commissioner Bengry and seconded by Commissioner Schultz to block the new Renzone road off at both ends, using the airport's concrete barriers. MOTION CARRIED.
5. **Customer Service:**
 - a. Enplanements Report and Fuel Report given to board. Numbers were down in October, due to 4 cancellations because of mechanical problems. Fuel sold, (slow time of year).

VI. OLD BUSINESS:

- A. **Resolution** was not on County Board meeting, Tuesday evening. Was discussed, but decided to table to COW meeting, November 21, then to County Board on Dec. 5th.
- B. **Reconciliation by Accountants:** Report was given, accountants were here, getting our numbers and matching with County numbers. Audit doesn't happen until spring, but are working on the airport books to get those straightened. Then they will notify Mr. Erickson and Manager Ness.
- C. Manager Ness told the board the budget has approximately \$3,000.00 available for advertising, (this is because of our match for the state grant that was cancelled for this year). We are putting an ad in the Bays de Noc /Chamber Community Guide, for 2007-2008.
- D. An open house/pig roast at the airport is another idea being looked into next July/August 2007; (instead of Business After Hours), make it an Aviation Community Awareness Day.
- E. Discussion was held regarding ways to get support from our Public officials regarding ways to get advertising, or help lobby the State to get the state grant back, etc.

VII. NEW BUSINESS: None

VIII. PUBLIC AND BOARD COMMENT:

- A Rory commented on the brush clearing to be done at the Airport. Also commented on the deer tags and permits the Airport receives. He will get back to Connie on possible grants and ideas.

IX. ADJOURNMENT:

Moved by Commissioner Jussila, seconded by Commissioner Mark and adjourned at 6:25 p.m.

Respectfully Submitted by:

Kelly J. Smith, Assistant Manager

Michael Falcon, Board Chairperson