

Approved
Delta County Airport Advisory Board
August 8, 2007 Minutes
5:00 p.m.

I. ROLL CALL

PRESENT: Commissioners Falcon, Schomin, Woodworth, Kwarcianny, Bengry, Kinsey and Schultz
ABSENT: None

OTHERS PRESENT: Mgr Ness, Asst Mgr Smith and Rory Mattson

II. AGENDA APPROVAL: Moved by Schultz and seconded by Kwarcianny to approve the August 8, 2007 agenda. MOTION CARRIED.

III. MINUTES: Moved by Woodworth and seconded by Schomin to approve the July 11, 2007 minutes as presented. MOTION CARRIED.

IV. COMMUNICATIONS:

Received: a) Property Owner Prey letter regarding avigation easement and Phase I Obstruction Removal/Tree Trimming Project. Discussion was held regarding the easement and request from Prey. In the interest for the safety of the airport, Kinsey moved to have all of the trees within Phase I (which includes 5 property owners) of this project be removed to the ground, in accordance with the easements. Bengry supported the motion. Roll Call Vote was called:

Schomin – Yes Bengry – Yes Kinsey – Yes Kwarcianny – Yes
Schultz – Yes Woodworth – Yes Falcon – Yes

It was request that a letter of explanation, stating why the Airport needs this project conducted this way, be drafted, signed by Michael Falcon, and hand carried by Falcon and Manager Ness, given to Prey. Letters will be sent to the other property owners involved. Also, prior to the start of Phase I, Ness was asked to get a story in the Daily Press so the public is aware of what is taking place.

Sent: a) Ground Vehicle Operations Training Manual was sent to all pilots on the airfield with regards to this manual, and asking them to sign, showing they received and acknowledge the rules.

b) Letter of Support was written for Mo Curry, a veteran pilot and club member at the Airport. This letter is being presented to show cause for Mo to receive an award. Board requested media coverage if Mo receives the award.

V. REPORTS:

A. Chairman's Report: Falcon commented on the

B. Pig Roast, requesting thank you notes be sent to the different individuals who volunteered their time and effort to aid the Airport on a very successful event.

C. Manager's Report

1) LED Project update: Taxiway lighting project is underway. Grant money has been approved. Should start late September. Bill for Airport share of project for \$7,500.00 was given to County to pay out the Airport Capital Improvement line item.

2) Hangar Rate Increase: A 3% rent increase approval was requested from Administration. Discussion was held. Moved by Kinsey and seconded by Bengry to raise the current hangar rents for general aviation by 3%, with this issue on September 08 agenda for review. Rate increase will take place January 1, 2008. MOTION CARRIED. Commercial hangar rental increases will be discussed at next meeting.

3) MAP Meeting/Fall Conference MAAE: Manager Ness requested approval to attend the MAAE Annual Fall Conference in Boyne Mountain. Annual MAP Meeting with the FAA and the State takes place during this conference. Moved by Schomin and seconded by Bengry to approve Manager Ness's attendance. No further discussion was held. MOTION CARRIED.

4) Wildlife Training Seminar: Manager Ness explained this new training that is required through the FAA, FAR Part 139.337 Training Requirement. Moved by Kinsey and seconded by Bengry to send one of the operations/maintenance department employees of the airport to Houghton, MI for the one day training seminar on September 20, 2007. MOTION CARRIED. Ness was asked to see if the FAA could train here in Escanaba or possibly use Bay College ITD (televisions) training.

5) Customer Service: Board received enplanement numbers and fuel gallons sold for the month. Kinsey brought in graphs created by the same information. Graphs will be created for board members every few months.

VI. OLD BUSINESS:

- A) Aviation Day/Pig Roast Review: Income/Expense sheet was given to board showing a profit to the Airport of approximately \$1,700.00. Board was asked to put comments in writing and email or mail to Asst Mgr Smith to put a synopsis together for the next board meeting. Overall review; great event, for 1st time.
- B) Budget was discussed. Will mail current approved airport budget to all members; will try to get copy of county general budget so board is aware of appropriation number from administrator. Ness will notify board members to date of committee of the whole meeting for airport. Ness was also asked to provide board members with enplanement numbers for Iron Mountain, Marquette and Green Bay – with regards to hours of operation on the field and man-hours.
- C) Mattson discussed Phase II of the Obstruction Removal/Tree Trimming project. Will bring finished report to Airport Board in November along with wildlife plan written.
- D) Ness discussed the underground fuel tank, and gave more information. Board approved to remove tank with Roland lease money (in special account to be used only for approved federal capital improvements); Ness will get current pricing; Mattson offered office to do all permit filings and paperwork; Schomin will get list of names of engineers to Ness; feels the company he works for STS Consultants could not do the engineering, it would be a conflict of interest. More information will follow.

X. PUBLIC AND BOARD COMMENT:

X. ADJOURNMENT:

Moved by Commissioner Schultz, seconded by Commissioner Bengry to adjourn at 7:10 p.m.

Respectfully Submitted by:

Kelly J. Smith, Assistant Manager

Michael Falcon, Board Chairperson