

***APPROVED***

Delta County Airport Advisory Board  
October 10, 2007

**I. ROLL CALL**

PRESENT: Schomin, Bengry, Kinsey, Schultz, Woodworth & Kwarciany

ABSENT: Falcon

OTHERS PRESENT: Kelly Smith, Connie Ness, and Rory Mattson

**II. APPROVAL OF AGENDA:** Moved by Schultz and supported by Bengry to approve October 10, 2007 agenda, with Rory Mattson added to the agenda under VI. Reports, Letter B, Managers Report sub letter f; also added was November meeting changed under New Business. **MOTION CARRIED.**

**III. APPROVAL OF MINUTES:** Moved by Woodworth and supported by Bengry to approve the Sept 12, 2007 minutes. **MOTION CARRIED.**

**URS PRESENTATION – BILL MALINOWSKI**

- A) Obstruction Removal – Update was given. Phase I is in progress. Pre- construction meeting was held today October 10, 2007. Information was given to property owners present, and questions were answered. Prey trimmed own trees; John (URS) will reshoot to make sure trees at minimum. Fed \$\$ are still available if in future we need to take them down. Since we didn't trim, we can take down. (One time) Phase II being worked on. Will bring back more info at November meeting. Approx. \$70,000 to do obstruction removal. \$25,000 bid for phase I (could increase due to more trees added), so enough should be left to do Phase II.
- B) Taxiway LED Project – Update was given. LED Lights heater has a supplier problem. Bill will update on light fixtures without the heater (no longer mandated with heaters) giving the airport a refund on local share. (About 10% more efficient w/o heaters)
- C) SRE Bldg. Project – Update given. URS architect getting input from airport maintenance, energy costs comparisons will be done, and more information will be given to the board as changes are updated. Plans are to bid out project in January 2008. Walk-thru on current SRE Bldg. will take place at next board meeting to allow board members to get an idea of what is here and what is needed.

**IV. COMMUNICATIONS RECEIVED:**

- 1) Agreement for Professional Services – Contract – URS – Easement Acquisition Moved by Bengry and seconded by Kwarciany to approve URS contract and send to the county board for signatures. **MOTION CARRIED UNANIMOUSLY.** 2<sup>nd</sup> part of grant will be the actual payment of the Easements. The money will come out of the approx. \$540,000.00 in the 2007 entitlements.

## V. COMMUNICATIONS SENT:

Ness wrote requested letter to Levin regarding EAS issues. Board given copy to read and make suggestions. Moved by Woodworth, seconded by Kinsey to approve letter. After discussion, Bengry suggested that Kinsey to edit the letter, Ness will incorporate changes to the letter and mail to Levin, copied to the airlines involved, DOT and any others necessary.

MOTION CARRIED UNANIMOUSLY.

## VI. REPORTS:

### A. **Chairman's Report: None**

### B. **Manager's Report:**

1. MAAE Conference Update – Ness gave a synopsis of information received at the conference. Networked with Northwest representative. Will make contact with Northwest again. Fencing problems were discussed. 5-year plan and timetable is to get issues on the board with the State and FAA. More issues for discussion to follow in November.
2. Hangar Rent Increases for Commercial Operations: Board was given a comparison of fees charged to commercial operations in the Upper Peninsula. Ness recommended we do not increase hangar rent to Midwest or CSA because of comparability.
3. Terminal Maintenance – Ness reported that the plywood boards on the beams in the terminal are falling off. Maintenance dept. needed to take off four so far. After discussion, it was decided to take off plywood panels and paint beams (less costly in long run). One other issue, handicap bathroom in women's has a leak because of weight, which also cracked tiles on wall. Maintenance dept. will be tearing out tiles and wallboard to see what has to be done to fix. Schultz requested Ness call Steve Carlson, County, to come and take a look at the problem. Might be able to help.
4. Customer Service: Enplanements and Fuel sold tables. Given to board.
5. TSA – will be renting the 2<sup>nd</sup> airline space in addition to what they already have. \$18.00 per sq ft plus \$215 for utilities. If another airline were to come in, they would have to move out.
6. TSA/LEO Grant – Ness reported about the new LEO grant, approved for Oct. 1. Hours for sheriff's staff have been cut from 8 hours per day to 6 hours per day.
7. Had Emergency Table Top meeting in August. Manual is approved as updated and will be sent to all local agencies at the meeting.
8. Snow Plan Meeting will be held this month. There are new procedures for calling in runway conditions and airport problems. FAA has some confusion already in filing NOTAMS. Washington Hub now getting calls, some not getting posted; these issues could cause delays, etc., especially with winter coming. After discussing a few airline incursions that have taken place, Schultz moved to have Ness write a letter to the FAA stating our concerns regarding the new NOTAM procedures and our concerns. Seconded by Bengry. MOTION CARRIED UNANIMOUSLY.
9. Phase II Obstruction Removal – Rory reported that Phase II can be added to Phase I or re-bid on its own. Rory is also doing the fence inspection; TSA needs visibility around the fence. Rory will bring a recommendation back to the board in November for both issues.

10. Hangar Loan (Escanaba and Gladstone Loans). Ness brought back information regarding upgrading the hangar to attract businesses. After discussion, Ness was asked to take the information to the City Managers of Esc. and Gladstone prior to going to the Loan Boards Meeting. Schultz also volunteered to go with Ness and Falcon to this meeting. An individual interested in bringing an FBO to the Airport has also contacted Ness.

11. Wildlife Management Training – Hank Trottier is now certified to be the Wildlife Management Trainer at the airport. Went to Houghton, and will need to be retrained every year.

12. Ness informed the board that the airport bottom line for 2006-2007 has come out in the black by approximately \$15,000.00 despite the fact that our income was down compared to what was budgeted.

#### VII. OLD BUSINESS:

A. Underground Storage Tank Removal – Rick Pauley informed Ness that the removal could be delayed; we are looking to add this to the SRE building and tank moving project to get a cheaper price to move two tanks instead of one.

#### VIII. NEW BUSINESS:

A. Meeting date change – Woodworth moved to change the November meeting to Thursday, November 8, 2007 at 5:00 p.m. Kwarcianny seconded motion. MOTION CARRIED UNANIMOUSLY.

#### IX. PUBLIC COMMENT:

1) Mrs. Fran Prey read a statement addressed to the Board regarding the Obstruction/Tree Removal Project. Prey's property is located on the south side of M-35 (one of the five properties involved).

2) a) Terry Glimm commented on NOTAMs not being filed. He has had personal experience. b) Terry questioned the track vehicle we are looking at to be able to access the fence line. Wondering if this would be able to haul a sled, to aid in possible crashes in the brush. c) Terry also asked if the fence along the entrance road could be pushed back up straight. It's pushed back (maybe snow) and doesn't look appealing on first impressions.

X. ADJOURNMENT: Moved by Bengry, seconded by Kwarcianny to adjourn. Meeting ended at 7:00 p.m.

Respectfully Submitted by:

Kelly Smith, Asst. Manager

Michael Falcon, Board Chairperson