

Approved
Delta County Airport Advisory Board
June 11, 2008

I. ROLL CALL

PRESENT: Schomin, Woodworth, Micheau, and Schultz

ABSENT: Bengry, Kinsey and Kwarciany

OTHERS PRESENT: Ness and Smith

II. APPROVAL OF AGENDA: Moved by Micheau and supported by Woodworth to approve June 11, 2008 agenda. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Moved by Micheau and supported by Schultz to approve the May 14, 2008 minutes. MOTION CARRIED UNANIMOUSLY.

IV. COMMUNICATIONS:

A: Received: Ness informed the board of the SCASDP Grant and the support letters received from State and Federal representatives for submission with our grant proposal for marketing. Cities of Escanaba and Gladstone did not send letters of support. Ness was asked to email managers again requesting them to send letter of support.

B: Sent: Grant electronically sent for \$200,000 marketing grant proposal.

V. REPORTS:

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

B. **Manager's Report:**

a. **Financials/Ad-Hoc Recommendations:**

1. County budget status was discussed.
2. 2009 proposed budget was presented from the Finance Committee to full board. Moved by Woodworth, seconded by Micheau to approve proposed budget and send to County Administrator Erickson for budget process. MOTION CARRIED UNANIMOUSLY.
3. Ness gave a mini-training session. Went over airport accounts (PFC, capital improvement and RenZone) explaining each account's balance and what the accounts are used for.

b. **Fuel Farm Project** – Ness informed the board that our fuel farm project has been funded, (one federal and one state grant); very pleased with how the State came through with the grant for the above ground 100ll fuel tank (Fed's determined it didn't qualify for funding, although it's been in our 5 year plan).

(Bill Kwarciany showed up to board meeting at 5:25 p.m.)

c. **Customer Service:**

1. Enplanements/Fuel Gallons sold – new update given to board.

2. Open House to Welcome Northwest Airlink, scheduled for 6-12-08. Board asked to attend.
 3. Ness met with CVB Steve Masters regarding discounts for EAA visitors flying into Escanaba on the way to Oshkosh. Will try to put a package together.
 - d. Emergency drill – 5/21/08 – Updated ACM and sent corrections to FAA Inspector. Ness informed board she would like to get them a copy of ACM so they could read manual knowing how the airport needs to function.
 - e. Fire Training 5/28 & 5/29, held in Marquette.
- C. **SRE Committee Report** – None
- D. **Hangar Committee Report** – Ness gave update as to hangar lease contract with IMS. Lease has been written and ok'd by IMS attorney. Few issues were resolved. Fuel agreement was discussed. IMS requested allowing them to self-supply. The airport gives Northwest the availability to self-supply; they are charged for fuel storage and flowage fee when pumping. Board felt not in a position to allow another self-supply, but did ok a 10% discount on fuel retail price – when pumped; based on purchasing 30,000 gallons a year. Will be looked at quarterly and adjusted if needed. Need to put in agreement the consequences if not met.

VII. OLD BUSINESS:

- A) Kiwanis Park is still in design phase. Gave board copy of sign they want to put in the park when completed. Board requested sign no larger than 3'w x 2'h, and Ness to have final say where sign is to be located.
- B) Conservation District and NRCS soil mapping airport this week.
- C) Compass Rose – approved and will be done in July. Need to have Mel Davis survey property where Rose to be painted. Ness to set up surveying.

VIII. NEW BUSINESS:

- A) Community Foundation awarded Airport with a \$2,000 grant to be used for advertising. Check into purchasing one airline ticket and receiving one for free.
- B) Don Poe informed board he wouldn't be at Telkite booth at EAA handing out RZ brochures and info this year. Felt board needs to approve sending someone to man a booth. Will also bring Flags for Open House. Board thanked Don Poe for his assistance.

IV. CONTRACT NEGOTIATIONS WITH NORTHWEST

Moved by Micheau and seconded by Kwarcianny to move into executive session for the purpose of discussing Northwest contract negotiations at 6:15 p.m.

Roll Call: Micheau Yes
 Woodworth Yes
 Schultz Yes
 Kwarcianny Yes
 Schomin Yes
 MOTION CARRIED

Moved by Micheau and seconded by Woodworth to reconvene into regular session at 6:38 p.m.
 MOTION CARRIED.

No actions were taken during executive session.

IX. PUBLIC COMMENT: None

X. ADJOURNMENT: Moved by Micheau, seconded by Woodworth to adjourn – 6:40 p.m.
MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted by:

Kelly Smith, Asst. Manager

Tony Schomin, Board Chairperson