

Approved

Delta County Airport Advisory board

May 13, 2009-3:00 p.m.

Minutes

I. ROLL CALL

PRESENT: Bengry, Kwarciany, Schultz, Micheau, and Woodworth

ABSENT: Anderson

OTHERS PRESENT: Connie Ness

II. APPROVAL OF AGENDA: Schultz made a motion to approve the agenda supported by Bengry. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Moved by Woodworth and supported by Schultz to approve the April 15, 2009 minutes. MOTION CARRIED UNANIMOUSLY.

IV. URS Presentation – Malinowski / Went through projects for 5-year plan. After discussion about the fencing project it was determined that engineering would proceed in Part B funding. Rory would recalculate estimates for new fencing and repairs, also spec materials for spray to eliminate broad leaf plant species on field. This could be included in fencing project and will get back to Malinowski.

V. COMMUNICATIONS RECEIVED/SENT –
E-mail Airport Board regarding Hangar Project – e-mail sent soliciting agreement on engineer selection
Legislative update – EAS information relayed to board

VI. REPORTS:

A. Chairman's Report: None

B. Manager's Report:

a. Finances:

1. April Budget Status presented. County Administration requested line item budgets be submitted by 5/22. Finance committee, Woodworth and Kwarciany, will set a meeting next week to review line items. Ness will contact Anderson to see if he would sit on the finance committee.

- b. Table Top Exercise – Scheduled for May 19, at 9:00am. Notifications were sent to participating agencies. This is not a tri-annual drill but an emergency manual review and meets FAA requirements.
 - c. Excel Computer Training – has been scheduled by the county for three evenings this month. Kelly and Connie plan to attend.
 - d. Fire Training will be conducted at Sawyer. All operations personnel will attend this required annual recurrency training, May 27 and 28. Overtime will be necessary.
 - e. Customer Service
 - 1. Enplanements/Fuel Gallons
- C. Hangar Report: Bittner Engineering was low bid for engineer service on the hangar project. Schultz made a motion that he and Ness would contact Bittner for a clarification on charges and necessary scope of work. Seconded by Micheau. Roll call vote: Kwarciany –yes
 Woodworth – yes
 Bengry – no
 Herioux – abstained
 Micheau - yes
 Schultz - yes
- D. Personnel Committee
- a. Manager evaluation – Waiting for a new evaluation. None available. Vision and goals will be shared with board.

IX. OLD BUSINESS:

Hannahville Grant for Aviation Day awarded. E-mail sent requesting airline tickets.

X. NEW BUSINESS:

The county, building and grounds committee, has sent UP Sustainable Solar to do a site assessment at the airport. Ness is cooperating with Gerry Nelson by providing bill information. County will be seeking grants.

- XI. PUBLIC COMMENT: Terry discussed courtesy car use given by the county to Terry. His insurance has run \$265(May), \$284(Nov), and \$228 current. Next bill will be due in November '09, would like evaluation at that time and process to reimburse coverage. Don Poe offered to redo signs for fencing as a CAP project. Installed price \$25.00 a sign.

XII. ADJOURNED

Respectfully Submitted by:
 Connie Ness, Airport Manager

William Kwarciany, Board Chair