

Approved
Delta County Airport Advisory board
November 10, 2010 - 3:00 p.m.
Minutes

I. ROLL CALL

PRESENT: Bengry, Kwarciany, Micheau, and Woodworth

OTHERS PRESENT: Connie Ness

ABSENT: Anderson, Herioux, Schultz

The meeting was called to order at 3:00 p.m. in the conference room of the Delta County Airport by Board Chair David Woodworth.

II. APPROVAL OF AGENDA: Moved to approve the agenda of November 10, 2010 by Kwarciany and supported by Bengry. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Moved by Micheau to approve the October 13th, 2010 minutes. Supported by Kwarciany and MOTION CARRIED UNANIMOUSLY.

IV. COMMUNICATIONS RECEIVED/SENT

1. Resolution from county board supporting a state aviation fuel tax increase – just found out it will not be approved this year.
2. BoydGroup report – Air Service Realities - informational

V. REPORTS:

a. Manager's Report – Attached

1. Finances – Budget Status – County working to balance '11 budget. Ness discussed schedule adjustments our crew is willing to make that show savings of over \$2000 for the year. The 9 hour shifts of 4 & 5 work day weeks per pay period will be 10 hrs. and 8 hrs., eliminating overtime of scheduled over 40 hrs. in a week.
2. The MAP meeting with the FAA and State was held. Our new program manager with the FAA is familiarizing himself with our plan and projects and there is uncertainty on which project, Phase III of Fencing or G.A. Ramp will have more priority for discretionary

funding. Pre Applications for both projects will be submitted and are due by 12/1.

b. Customer Service:

1. Enplanements and Fuel Gallons sold were discussed. October is the first month since 9/11 we've had over 1,000 boardings. Delta enplanements were down a bit for the beginning of November – projections are near 900 for the month.

VI. OLD BUSINESS:

- a. Airport Operations Specialist Richard Hosking has been hired as a vacation relief/ part time position. He has received certified training in fueling and fire fighting.

VII. NEW BUSINESS:

- a. Ness will work on a draft to update the Airport Manager's job description. The airport advisory board will review the description before forwarding to Viau for her approval.

VIII. PUBLIC COMMENT: None

ADJOURNED: 3:50 p.m.

Respectfully Submitted by:
Connie Ness, Airport Manager

David Woodworth, Board Chair