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Brian Herioux, Chairman Dee Dee Anderson Skradski, V-Chair Airt Brd David Moyle, Cty Brd Rep
Patrick Johnson, Cty Brd Rep Will Carne, Airt Brd. Vickie Schwab, Airt Brd. Brian Belmonti, Airt Brd

Delta County Airport Advisory board

March 12, 2018 8:00 a.m.

Approved Minutes

I. ROLL CALL:

PRESENT: **Herioux, Carne, Johnson, Schwab**

ABSENT: **Anderson-Skradski, Belmonti, Moyle**

II. APPROVAL OF AGENDA: Moved by Schwab and seconded by Carne to approve the agenda, with WI Conference approval addition to New Business #4. MOTION CARRIED UNANIMOUSLY.

III APPROVAL OF MINUTES: January 8, 2018 - Moved by Schwab and seconded by Johnson to approve the minutes. MOTION CARRIED UNANIMOUSLY.

IV PUBLIC COMMENT ON AGENDA ITEMS: None

V MANAGERS REPORTS:

A. Smith informed the board that TJ Reid has been hired as the new Airport Manager, starting April 2 and will train with Smith for six weeks. Discussion took place regarding what's coming up and what kind of schedule Smith has prepared.

B. Smith discussed the 18/36 Runway project starting May 9. Preconstruction meeting was held in March with contractors and subs, Skywest Airline rep, State of Michigan, as well as Bob Nelesen, airport consultant. Scheduling was discussed and opening and closing of runways, airline interruptions, etc. As project gets started, these issues will be discussed with weekly progress meetings. May 9th at 7:00 am a safety meeting will take place and then the runway will get shut down. More info will follow.

D. ACIP discussion with FAA/update – Smith discussed the airport improvement program meeting with FAA/State. Finances were discussed with regards to entitlement money, and splitting up 2018-2019 design/construct project of 9/27. Update to the pre-application for Runway 9/27 was discussed. More info will follow .

E. FINANCES/ENPLANEMENTS/FUEL SOLD – Smith gave, thru February 28, 2018

VI OLD BUSINESS:

1) Tenant Letter – Inspection/Corrections/Update – Smith gave an update regarding the inspection letter to the hangar tenants. Most have all issues cleared. Have one tenant that is a bit challenging, but will get it worked out.

VII NEW BUSINESS

A. Consultant Request for Qualifications (expires August 31, 2018). RFQ's were advertised for through the State of Michigan. Deadline for proposals for was March 8, 2018. Received one proposal. Prein & Newhof, current consultants, was the only company to apply. This is very common, especially since most of the firms that would

apply would call and ask if the airport is doing well with current, and if they are happy. With three projects in the works, which covering the next three-four years, Smith told the board she is happy with Prein and they will be an asset to the new manager. Board will hold special meeting to discuss the recommendation to the County for consultant choice for the next five years and for the EAS air carrier proposals that will be submitted.

B. EAS selection. USDOT put out the EAS request for proposals for Delta County Airport on March 9th. This was done earlier than normal, as a request from Smith so this could be close to selection, prior to her retirement. Current contract expires December 31, 2018. This is another task that will make it easier for the new manager taking over on May 14. The proposals are due on April 17th, and the board will meet to discuss these proposals and the consultant recommendation on April 23rd.

C. Emergency Table Top drill is due in May. Smith has contacted Berbohm, Emergency Coordinator for County and the date is scheduled for May 9th, at 10:30. Smith will send invites to the airport and county board when date gets closer.

D. WI Aviation Conference, Wisconsin Dells, May 6 – 8. Smith, John Miller (Ops staff) and TJ Reid (new manager), requesting approval to attend. Moved by Carne and seconded by Schwab to approve the attendance of Smith, Miller and Reid to the WI Aviation Conference. MOTION CARRIED UNANIMOUSLY.

VIII RENZONE UPDATE: Discussion was held to the status of the industrial park. Mapping and information will be sent to Vicki Schwab, allowing her to use material for site visits, etc. Smith also discussed putting together a package for the FAA to look at, proving that the industrial park should be released from only leasing to the availability to sell the property. This will be a project for TJ to work with our consultant to put a proposal together.

IX **EDA/CHAMBER UPDATE: NONE**

Vicki Schwab gave an update on a few items: 1) Robotics District VIP Invite – Board members are asked to RSVP to Vicki asap if they would like to attend – March 17 at 11:30 am; 2) Uppertunities April 13 Island Resort and Casino Day event – register DeltaMI.org; and Town Hall Forum with Neel Kashkari, President of the Federal Reserve Bank in Minneapolis – Free – May 21 – Bay College – 5:00 pm – RSVP to **FRBMinneapolis.cvent.com/Escanaba**

X PUBLIC & BOARD MEMBER COMMENTS: None

XI ADJOURNED: Meeting adjourned at 9:15 am

Next Board meeting is Monday, APRIL 23, 2018 at 8:00 a.m.

(New Manager introduction and voting on two items)

Respectfully Submitted by:



Kelly Smith, Airport Manager

Brian Herioux, Board Chair