



3300 Airport Road  
Escanaba, MI 49829  
TJ Reid, Manager  
Administration: (906)786-4902; Fax: (906)786-2583  
tjreid@deltacountymi.org www.deltacountymi.org/airport

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

Delta County Airport Advisory Board  
Meeting Minutes  
Monday, July 16, 2018  
8:00 AM

I. ROLL CALL: The meeting was called to order by Herioux at 8:05 AM

PRESENT: Herioux, Carne, Schwab, Anderson-Skradski, Moyle, Phil Strom, and TJ Reid.

ABSENT: Johnson, Belmonti

II. APPROVAL OF AGENDA: Motion to approve the agenda of the July 16, 2018 meeting made by Anderson-Skradski, seconded by Carne. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Motion to approve the June 18, 2018 Meeting Minutes made by Carne, seconded by Anderson-Skradski. Herioux recommended amendment to the minutes to reflect Herioux called the meeting to order instead of Reid. MOTION CARRIED UNANIMOUSLY WITH AMENDMENT.

IV. PUBLIC COMMENT ON AGENDA ITEMS: None.

V. REPORTS

a. Manager's Report

- i. 18/36 Construction - Work is mostly complete, just working on a few punch-list items. Runway was opened on Tuesday, July 10, 2018. Currently painting all airport surfaces.
- ii. FAA AIP Supplemental Funding Update – Still pending notice if ESC will be granted funds. If awarded they will be used to fund 2019 AIP project so 9/27 and B Twy are rehabilitated simultaneously. Funds would also be used to build a new lighting vault and generator on airfield. Herioux asked if there would be rewiring required due to the work, to which Reid replied the proposed scope of the work will require rewiring the entire runway.
- iii. Part 77 Tree Cutting Update – The Airport's contracted engineering firm Prein & Newhoff is currently surveying trees that are puncturing the Airport's airspace. Once we receive confirmation of the tree heights the Airport, along with our engineering firm, will have to inform the property

- owners of the need to cut down the trees to protect the airspace. Most of the properties (if not all) in question have aviation easements.
- iv. Finances/Enplanements – Finances look ok, 100LL fuel sales at 41% which is low for this time of the year. Herioux added this could be a sign of General Aviation activity at the Airport.
  - v. Landscaping Work – The Grounds Nursery has begun work improving the exterior landscaping of the Terminal in an effort to improve the building's image. Reid reports already receiving positive comments.
  - vi. Community Benefit Assessment Presentation to the County Board – MDOT contracted consultancy Mead & Hunt delivered a presentation to the County Board on the MI Aviation System Plan/Community Benefit Assessment on Tuesday, July 10<sup>th</sup>. The presentation was well received by the County Board and made the local news.
  - vii. ALP Narrative Report – Prein & Newhof submitted this report to the Federal Aviation Administration (FAA) last week, and is only a technical report required for the Airport Layout Plan (ALP) update.
  - viii. Enterprise Lease/Wash Bay – While conducting lease negotiations Reid was asked by Enterprise if it were possible for the Airport to construct a car wash bay for their operation. While possible, even constructing a pole-barn type building would cost upwards of \$30,000, requiring the Airport to ask for the County to assist with financing the construction. Strom asked if it were possible to pair the wash bay with another function, possibly making an independent building designated for the rental car agency. He also added there may be a possible need for the Veterans Assistance Office to expand their current office in the Terminal and could use the existing car rental space available. Board directed Reid to investigate options and come up with recommendations.
  - ix. Clean Kill Work Progress – Company reports 1/3 complete with the project, due to the rains and the wet/soft ground. Work may continue through September.
  - x. Deice Truck Storage Project – New storage of Delta's deice truck is required to prevent it from blocking in snow removal equipment in the Maintenance Building, and to keep it enclosed in a place that does not block other operations on the airport. Maintenance staff are working on a solution which involves enclosing one of the unused open T-hangars. The cost is to be determined however Reid estimates the Airport should recover the costs within the duration of the current lease with SkyWest.

Carne asked why the Airport doesn't have their own deicer, which Reid replied the liability is significant due to the number of aircraft accidents associated with improper deicing. Herioux asked what the exposure would be and if it would be a possible revenue generator for the Fixed Base Operations. Reid advised he would follow up with information.

- xi. Hiring of Temporary Position Update – The advertisement for a temporary position has gone out and waiting for responses. Ideally would like to have position hired and in place by mid August to allow for training.
- b. EDA/Chamber Update
  - i. Schwab advises the National Trappers Convention will be held July 26-28 at the UP Fairgrounds. It's a very significant event and expects to draw sportsmen in from across the country and parts of Canada.
  - ii. The UP State Fair will be held August 13-19<sup>th</sup>.
- c. Quality Improvement Committee Update – Reid reported receiving input from the first committee meeting held. The committee is still in the process of assembling and is looking for more participation from the GA community. Some of the ideas proposed are in the development stage and will have to the Board proposals by the next Board meeting.
- d. Aviation Education Steering Committee Update – An email was distributed to members from the Committee Chair Dennis Hopkins outlining proposed efforts. The Board commented how well organized the ideas were. The Committee is anticipated to be fully formed and meeting prior to the next Board meeting.

## VI. OLD BUSINESS

- a. Solar Farm Progress – Glendon Brown advised via email the work is almost complete, just waiting on a few components. Solar Farm should be operational by the end of July or early August.
- b. M&M – Reid reported full lease, along with contract signed, and the Airport received proof of insurance naming the Airport additionally insured party. Strom advises to the Board next year an RFP will need to go out for bid for those services offered.

## VII. NEW BUSINESS

- a. Board Priorities
  - i. Moyle would like the Airport to investigate the feasibility to put in a walking trail with static display aircraft. Reid will investigate ability to obtain aircraft but warns the community should be involved to find out if there are any that are culturally significant. Strom advises there may be some grant funds available for this type of project. Moyle also proposed forming a steering committee.
  - ii. Anderson-Skradski would like to see work with Delta to change aircraft flights to require an RON.
  - iii. Herioux proposed the need for a Mission Statement.

- iv. Moyle proposed researching better vending options in the Terminal.
- v. Carne stated the Airport needs to re-evaluate demand for hangars on the Airport. Reid agrees and would like to work on obtaining an aviation program intern to assist with collecting this data.

VIII. PUBLIC/BOARD MEMBER COMMENT

IX. ADJOURNED – Meeting adjourned at 9:30 AM

**Next Board Meeting: Monday, August 13, 2018 at 8:00 AM**

Respectfully Submitted by:

TJ Reid, Airport Manager

Brian Herioux, Board Chair