

**COUNTY OF MARQUETTE, MICHIGAN**  
**Sawyer International Airport**  
**Airport Advisory Committee**  
**Thursday March 17, 2016 4:00 P.M.**  
**Meeting Minutes**

**Members Present:** County Commissioner Karen Alholm, Donald Kristola, Steve Adamini, Frank Rosado, and John LaCourt.

**Members Absent:** Steve Rodgers and Scott Schulz

**Staff Present:** Steve Schenden, Director of Operations and Duane DuRay, Airport Manager

**Staff Absent:** None

**Guests Present:** None

**1. Call to Order:**

The meeting was called to order by Chairman LaCourt at 4:00 pm.

**2. Approval of the Agenda:**

DuRay requested the Transportation Security Clearing House Agreement be added to the current Agenda under Items for Discussion. Chairman LaCourt requested that a Cost/Income Assessment be added to next month's Agenda. Staff will provide landing fee schedules and t-hangar lease/vacancy rates for Committee review at that time. Motion was made by County Commissioner Alholm, supported by Member Adamini to approve the agenda as amended. Motion passed unanimously.

**3. Public Comment:**

A. None noted

**4. Approval of Minutes:**

Member Rosado made a motion, supported by Member Kristola, to approve the February 2016 minutes. Motion passed unanimously.

**5. Items of Discussion:**

- A. Hangar Fire Proofing Update: Chairman LaCourt relays that Jim O'Donnell of Building Codes indicated an engineer could actually sign off on a plan to lower the ceiling; and, by placing a fire barrier lower than the current fire barrier it would pass codes.

Staff Member Schenden states, in response to his research, a consultant from Boston has agreed to a review of the fireproofing issues at a cost of \$1,000/day plus expenses. Total cost, if contracted, is estimated at \$5,000. In reply to County

Commissioner Karen Alholm's inquiry about how many hangars would be affected, Schenden stated that potentially all hangars with the existing fireproofing (including those that were treated with the painted fire barrier) could be affected. A site visit by the consultant is anticipated within two to three weeks. Discussion about the need to move forward with a permanent fix ensued.

(As a side note, while staff is participating in April's MRO conference in Dallas, an additional meeting at Envoy's corporate offices has been set. This is an opportunity to reacquaint and solidify relationships and may also set the tone for discussions related to the fireproofing and future MRO needs at Sawyer.)

Chairman LaCourt made a motion, supported by County Commissioner Karen Alholm to support Schenden's recommendation to hire the outside consultant for a site visit and recommendation for a permanent fix of the fireproofing in the hangars. Motion passed unanimously.

## **6. Informational Items & Project Updates:**

- A. LEO- Airport Terminal- DuRay provided an overview of Law Enforcement Officer mandates and funding provided under the Transportation Security Administration reimbursable program. Under the current award (ending March 31, 2016) a balance of approximately \$7,621 remains. The new award outlines reimbursement in the amount of \$34,540 for the balance of CY 2016. DuRay relays his anxiety about the limited award established for each consecutive year in the new agreement. At those levels, Sawyer will exceed budgets in 2017 and 2018 by roughly \$20,000 per year. DuRay indicates this program will need to be reviewed further to determine funding needs and shortfalls. Discussion about LEO response times, levels of coverage, and how the Committee might approach this challenge followed.
- B. Air Carrier Visit Update- DuRay reported on the recent visits with Allegiant and SkyWest airlines. Amy Clickner of the LSCP and Mike Bowen from Trillion participated in these meetings. Allegiant is open to future operations and staff will continue the pursuit to make it a reality. The SkyWest conversations may result in future flight frequency and service to MSP.
- C. 2015 Year End Numbers- DuRay provided a outline of air carrier passenger and cargo numbers for Committee review. Discussion took place.
- D. Policy Plan for Michigan Air Service- DuRay presented MDOT's Air Service Plan, acknowledging Essential Air Service (EAS) as the primary focus. The overall plan defines the Commercial Air Service Committee's initiatives and/or proactive measures for Michigan airports in the event of the potential loss or reduction of EAS. DuRay recommends the Committee visit MDOT's website to review the CASC's objectives. DuRay presented a copy of the correspondence forwarded to MDOT (signed by Mr. Gerald Corkin, Chairperson, Marquette County Board of

Commissioners) addressing the issues Sawyer International Airport faces as long as the EAS program remains at the current level.

**7. Late Additions:**

- A. Transportation Security Clearing House (TSC) Agreement- DuRay presented the Agreement between Marquette County and TSC to provide criminal background and security threat assessment checks. The Agreement discounts the standard fees associated with processing employee and/or tenant employee security checks and anticipated recordkeeping. The Agreement also provides recordkeeping functions on all badged persons operating at the airport. The 24-month Agreement includes an automatic 12-month renewal, which can be waived by mutual consent. Discussion took place. County Commissioner Karen Alholm made a motion, contingent on staff recommendation, supported by Member Adamini, recommending that staff enter into the Agreement with TSC for security background checks on all employees and tenants that will require the reviews. Motion passed unanimously.

**8. Public Comment:** None

- 9. Staff and Committee Member Comment:** Mr. Schenden provided an update on the FAA's request to move their radar operation into an abandoned radio building on the west side of the runway. Mr. Schenden also commented on the progress of other matters underway.

**Adjournment:** Member Kristola excused himself at 5:50 p.m., followed by Member Rosado at 6:10 p.m. The meeting ended at 6:20 p.m., but the Committee was unable to make a motion to adjourn due to a lack of a quorum.

Respectfully submitted by Duane DuRay, Airport Manager