

COUNTY OF MARQUETTE, MICHIGAN
Sawyer International Airport
Airport Advisory Committee
Thursday May 14, 2015 4:00 P.M.
Meeting Minutes

Members Present: Scott Schulz, Donald Kristola, Karen Alholm, John LaCourt, and Stephen Adamini.

Members Absent: County Commissioner Steve Rodgers and Frank Rosado

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

Staff Absent: None

Guests Present: Mr. Dave Johnston (TSA)

1. Call to Order:

Chairperson Schulz called the meeting to order at 4:02 PM.

2. Approval of the Agenda:

Member LaCourt asked about concerns with Michigan Renewable Carbon dust, Director Schenden responded to Member LaCourt. A motion was made by Member Alholm, supported by Member LaCourt to approve the agenda as amended. Motion passed unanimously.

3. Public Comment:

A. None noted

4. Approval of Minutes:

Member LaCourt made a motion, supported by Member Adamini, to approve the March 2015 minutes. Motion passed unanimously.

5. Items of Discussion:

A. Charter Aircraft Rates and Charges – Airport Manager DuRay spoke on revising the rates and charges for charter aircraft operating into and out of the commercial terminal. The rate for landing fees, aircraft parking fees, law enforcement support, jet bridge, baggage conveyor, and ARFF response. The fees are designed to support the services supplied to charter flights and have not been revised since 2013. The rates will be increased on all the items except the Law Enforcement support. DuRay informed the Committee of the survey of comparable airport rates and charges Discussion to place. DuRay requested the Committee to make a motion to support the revised fee structure allowing staff to bring these revisions to the Marquette County Board of Commissioners.

Member Alhorn made a motion, supported by Member LaCourt to approve the increases and have this item brought before the Marquette County Board for review. Motion passed unanimously.

- B. Employee Parking (terminal) –Director Schenden opened the floor to Dave Johnston to speak on the employee parking fees. Mr. Johnston asked for waivers for the TSA employees due to financial constraints their employees, primarily the part time employees and because the role of TSA is to support the Airport’s operation, different from other tenants that derive profits from their individual roles. Mr. Johnston also spoke of a recent decision to provide financial support for the Northern Michigan University snack bar and how that compares to the additional revenue generated by the parking permits from the TSA staff. Discussion took place. Member Rosado and Rodgers provided comments via emails prior to the meeting and they both stated they do not feel the Airport should not make a profit off of the parking permits, but should cover the costs to regulate the parking permits. Member Adamini made a motion, supported by Member LaCourt to keep the employee parking permit fees at the current rate, but to explore the possibility of allowing the permit fees to be paid quarterly by the tenants that would prefer that over a one-time fee. Motion passed unanimously.

6. Informational Items & Project Updates:

- A. Capital Improvement (Marquette County) – DuRay informed the Committee on the decision to submit a request for new lawn mower equipment to the Marquette County Capital Improvement program. The request is for \$80,000 in additional funding.
- B. Tree Cutting Project – DuRay spoke on the completion of the tree cutting project and what is being looked at as we move forward in some of the locations.
- C. US Army Icing Test wrap up – DuRay informed the Committee of the current status of the Army Icing tests progress, the majority of the testing is complete, but the Italians still remain on site with a small Army contingent. Overall, the operation was a success for the Airport, Boreal, and the surrounding community.
- D. Airport 2015 Construction Projects – DuRay informed the Committee on the airport construction projects for this coming construction season. The scheduled projects this year include Runway Lighting and Shoulder work under Grant 3814 and Access Control and Gate Improvement under Grant 3915.
- E. Hangar Lease prospects –
 - i. Hangar 662 & 400 –Director Schenden addressed the Committee on a possible security company that is very interested in Hangars 662 and 400. The tentative time line for occupation is July.

- ii. Hangar 663 – Director Schenden briefed the Committee on the current tenant for 663 with Headlands

7. Late Additions: None

8. Public Comment: None

9. Staff and Committee Member Comment: Member Alholm asked about a Tower reporting issue, Director Schenden responded to the question indicating the issue was addressed. Director Schenden commented on a forgotten agenda item, airport camping, but said it would be placed on the next agenda.

Adjournment: At 5:15 p.m., a motion was made by Member LaCourt, supported by Member Adamini to adjourn. Motion passed unanimously.

Respectfully submitted by Duane DuRay, Airport Manager