

**COUNTY OF MARQUETTE, MICHIGAN
Sawyer International Airport
Airport Advisory Committee**

**Thursday, March 4, 2010, 4:30 P.M.
Meeting Minutes**

**First Floor Conference Room
Airport Services Center
Gwinn, MI 49841**

Members Present: Committee Chairman Bob Struck, and Committee Members Andy Sikkema, Scott Schulz, Frank Rosado, Steve Rodgers and John LaCourt

Members Absent: Fred Benzie

Staff Present: Scott Erbisch, Director of Operations & Keith Kaspari, Airport Manager

Guests Present: Jim Cihak, Marquette County Commissioner and Roger Bentlage, Member, Sawyer Chapter of the EAA.

1. Call to Order: The meeting was called to order at 4:33 p.m. by Chairman Struck.

2. Public Comment:

Roger Bentlage provided the Committee an update on the Aerobatic area (box) located west of the runway, off the airfield, yet north of the former Delphi vehicle testing facility.

Mr. Bentlage is requesting a letter from the Airport Manager to supplement his application to the FAA's Grand Rapids Flight Standards District Office (FSDO), which will include correspondence to the Minneapolis Air Route Traffic Control Center (MSP – ARTCC). Mr. Bentlage added that he would provide a draft letter to staff.

Scott Erbisch commented that staff would check with the County's Risk Manager to ascertain whether or not there would be additional liability exposure to the County.

3. Approval of the Agenda:

Airport Manager Keith Kaspari requested of the Committee to add an item to the agenda, referred to as 6-B-6, Informational Items, Professional Services Agreement.

A Motion of Support was offered by Committee Member Steve Rodgers, with a second offered by Committee Member Frank Rosado. Motion carried with approval of the agenda as revised.

4. Approval of Minutes:

Committee members reviewed the minutes from February, 2009. A Motion of Support was offered by Committee Member Scott Schulz, with a second by Committee Member John LaCourt. Motion passed.

5. **Items for Discussion:**

- A. **Additional Airport Advisory Committee Members:** Mr. Erbisch updated the Committee Members regarding Marquette County Commissioner Jim Cihak becoming a full-member of the Airport Advisory Committee.

Mr. Erbisch continued discussion that the Committee's By-Laws would need to be revised (amended), with approval by the Marquette County Board of Commissioners.

Mr. (Commissioner) Cihak provided comment to the Committee Members regarding his level of interest in aviation and the airport, and to serve on the Advisory Committee.

Chairman Struck provided comment on the overall goals and objectives of the Airport Advisory Committee to allow the airport to become increasingly successful, and re-affirmed the comment from Mr. Erbisch that the Committee By-Laws would need to be amended.

Vice Chairman LaCourt provided an update to those present of how the Airport Advisory Committee originated.

Discussion continued regarding adding more than one member, with the possible position referred to as an At-Large, or a member with a background in Economic Development.

A Motion of Support was offered by Committee Member LaCourt, with a second offered by Committee Member Rosado. Motion passed.

- B. **Wide Area Augmentation System - (WAAS):** Mr. Kaspari provided an update of the WAAS System for Runway approach ends 1 & 19.

For Runway 1, the image data was approved on January 25, and awaiting final survey information.

For Runway 19, the flight-check was not completed by February 23rd, resulting in the approach being pushed back 30 days to approximately May 6th.

The flight check was scheduled to be completed on or about Monday, March 8th.

- C. **Snow Removal Equipment (Runway Snowbroom):** Committee Members discussed the issue of snow removal equipment. Staff will follow-up with Chuck Reichwald, the Regional Sales rep for Wausau regarding the type of equipment (Snow Mauler and Wausau Tow-Behind Broom) that was purchased by airport officials at the Cherry Capital Airport in Traverse City.

- D. Passenger Terminal Restroom Project:** Scott Erbisich led discussion regarding the project to install a unisex or separate men's and women's restrooms in the boarding area of the airline passenger terminal.

Early estimates received by Mr. Erbisich provided that a proposed restroom in the terminal gate area would cost between \$20,000 and \$25,000, excluding the cost of engineered drawings.

Mr. Erbisich tasked Mead & Hunt to provide an estimate of probable engineering costs.

However, M&H submitted a Concept Budget Report (CBR) that includes an estimate regarding the cost of engineering, construction and construction oversight – and project contingencies.

Estimates received via the above CBR revealed that M&H projects an estimated cost of approximately \$127,534 for construction of a separate men's and women's restroom.

Mr. Erbisich commented that correspondence on this project will be discussed at the March 9, 2010 meeting of the Board of Commissioners.

- E. Grass (Turf) Runway:** Mr. Kaspari provided an update to the Committee on his previous discussions during the January meeting of the local EAA Chapter.

In preparing for the March meeting of the EAA, airport staff will provide a response to the letter received from Ted Kirkpatrick regarding the turf and/or crosswind runway. Included in the reply will be a copy of the FAA Advisory Circular.

Guest Roger Bentlage provided comment that a turf or a crosswind runway would be a nice-to-have addition to the airport, but looking at other higher-priority needs for the airport, would have to be delayed until conditions improved.

- F. Strategic Planning:** Mr. Erbisich provided an update and led discussion to the Committee Members regarding the status of the Sawyer Stabilization Fund. Current funding is scheduled to be exhausted by the First Quarter of 2012.

- G. Lansing Trip Report:** Mr. Kaspari provided a copy of the Trip Report for the annual Michigan Airports Conference in Lansing. (February 17 & 18, 2010)

Of concern to staff, with a verbal update to the Committee Members, is such that during discussion with FAA and MDOT officials, Mr. Kaspari was advised that the FAA will no longer provide any funding support for maintenance of Runway 1/19, on the section of the runway north of Bravo Taxiway (approximately 3,370 feet).

This includes the repainting of pavement markings, replacement of joint sealant for the concrete pavement (to extend the life-cycle of the aviation pavements to reduce more costly partial-depth repairs), any runway pavement slab partial-depth rehabilitation or full-depth reconstruction, runway shoulder pavement rehabilitation and future rehabilitation of runway edge lighting

Additional concerns expressed to airports during the conference was the future funding for MDOT's Bureau of Aeronautics – with the programs that have been suspended for many years, environmental issues with the collection of aircraft de-icing fluids (cost of collection and disposal), cost of compliance with future FAA policies for the implementation of Safety Management Systems (SMS), cost of annual training of airport fire fighters, and how the State of Michigan and FAA will fund the future replacement of the Mobile Aircraft Trainer.

- H. City of Romulus (Resolutions):** Mr. Erbisch provided a copy of ordinances by the City of Romulus regarding the additional taxation to “major” airports in Michigan to supplement funding to improve road funding.

Mr. Erbisch also handed out a copy of a letter signed by Mr. Brian Picardat, current president of the Michigan Association of Airport Executives, and addressed to Senator Ray Basham and State Representative Doug Geiss, and to update them that any tax imposed by a State or political sub-division of a state, is illegal under 49 USC 40116(b), “State Taxation.”

6. Informational Items:

- A.** Mr. Erbisch provided a handout and led discussion to the Committee Members on an update of the marketing initiatives for Telkite.
- B.** Mr. Kaspari provided an update to the Committee Members regarding the following agenda items staff took to the February 9, 2010 meeting of the Marquette County Board of Commissioners:

I. Professional Services Agreement with Mead & Hunt for Snow Removal Equipment:

This agreement, in the amount of \$6,010 will be for the drafting of specifications for the purchase of a future snowblower.

Staff intends to bid the equipment, and to present the bids to FAA and MDOT officials, yet staff is not optimistic that any funds will be received. If no funds are available, at least we will have detailed bids to re-bid the equipment – possibly during FY-2011.

II. Professional Services Agreement with Mead & Hunt for Phase II of the Taxiway Lighting Rehabilitation Project:

This agreement, at \$130,340, is for the construction administration and inspection fees for the above named project.

III. Professional Services Agreement with Mead & Hunt for Phase IV of the Runway 1/19 Pavement Slab Rehabilitation Project:

This agreement, at \$12,130, is for the repackaging of bid specifications to prepare the Phase IV specs for bidding.

IV. Professional Services Agreement with Mead & Hunt for Airfield Pavement Markings and Replacement of Runway Concrete Pavement Joint Sealant:

This agreement, now revised to ascertain funding for what is, what is not FAA approved, and what is to be funded at 100% by Marquette County for the above project elements.

FAA and MDOT funding is a combined \$22,560, and the portion of the project to be funded by Marquette County at 100% is approximately \$2,670.

V. Notice of Award, Environmental Analysis:

This project provides \$2,620 to the office of the Upper Peninsula Engineers and Architects to provide an environmental analysis of the former USAF and airport (airfield) lighting vault building prior to demolition of the building – which is an element of the Phase II taxiway lighting rehabilitation project.

VI. Professional Services Agreement with Mead & Hunt for HSB - 608 & 627:

This agreement, at \$113,288, provides for construction administration and inspection services for exterior improvements (roof, vehicle doors, pedestrian doors, refurbishing entrance canopies, and the installation of exterior insulated metal panels (IMPS's) to Hangar Support Building 608 (American Eagle Airlines – Administration, Finance, Human Resources, Painting, Sheet Metal, Aircraft Seat Repair, Continuous Improvement, etc.) and Building 608 (former American Eagle Airlines shipping and receiving, GSE Repair, supervisory offices, parts warehousing, etc. [currently vacant]).

Mr. Erbisch and Telkite have received notices of interest in the re-use of the building.

7. Public Comment

Roger Bentlage provided comment regarding additional members being added to the Airport Advisory Committee.

Mr. Bentlage suggested the potential of seeking someone from the newly-formed organization with MGHS and Bell Hospital.

8. Staff and Committee Member Comment

A. Mr. Kaspari provided comment to the Committee Members regarding the following:

- I. Future delivery of a Reveal Imaging CT-80DR Explosives Detection System (EDS). Delivery is scheduled for Monday, March 22. This new EDS technology was originally purchased with federal stimulus funds via the American Recovery and Reinvestment Act (ARRA).

This new equipment will replace one of the two existing Explosive Trace Detectors (ETD). No date has been received for this equipment to be in-service, yet is expected to be in service by May 1.

With the installation of this equipment, Sawyer will be the only airport in the Upper Peninsula with this new screening technology (outbound or checked luggage), and one of only a small number of airports in Michigan with the EDS technology.

- II. Airport staff has received a request from the American Association of Airport Executives to request letters of support via the offices of Michigan Senators Levin and Stabenow for the following:

- A). Approval of the next FAA Reauthorization Bill; and,
- B). Funding support during FY-2011 for the Contract Tower program.

- III. To keep Committee Members up to date on what is occurring within the Aviation (Airport) industry, Keith Kaspari handed out copies of AAAE's Airport Report for both March 1 and March 3.

Industry events to be concerned about, include: FAA Reauthorization Bill, Funding for the Contract Tower program; and, De-Icing Proposals that would impact airports nationwide.

9. Adjournment

A motion to adjourn was offered by Committee Member Rosado. The motion was seconded by Committee Member Rodgers.

Motion was approved.

Time of adjournment: 6:33