

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

**Thursday, July 1, 2010, 4:00 P.M.  
Meeting Minutes**

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

- Members Present:** Committee Chairman Bob Struck, and Committee Members Jim Cihak, Scott Schulz, John LaCourt, Andy Sikkema and Fred Benzie.
- Members Absent:** Frank Rosado and Steve Rodgers
- Staff Present:** Keith Kaspari, Airport Manager
- Staff Absent:** Scott Erbisch, Director of Operations
- Guests Present:** Roger Bentlage, Member, Sawyer Chapter of the Experimental Aircraft Association - (EAA).

1. **Call to Order:** The meeting was called to order at 4:22 p.m. by Chairman Struck.

2. **Public Comment:** None

3. **Approval of the Agenda:**

Keith Kaspari requested of the committee members to add agenda item 5-F (FY-2010 MAP application), and Committee Member Fred Benzie requested to add agenda item 5-G (FBO Discussions / Agreement).

A Motion was offered by Committee Member Scott Schulz, with a second followed by Committee Member Jim Cihak.

Motion passed.

4. **Approval of Minutes:**

Committee Members reviewed the minutes from the Advisory Committee meeting held in June, 2010.

With no revisions offered, a Motion of Support was offered by Committee Member Fred Benzie, with a second by Committee Member Andy Sikkema.

Motion passed.

5. **Items for Discussion:**

**A. 10-Year Airport Capital Improvement Plan (ACIP)**

Mr. Kaspari handed out a copy of a memorandum and draft copy of a 10-Year (FY's 2011 – 2020) Airport Capital Improvement Plan (ACIP), beginning with the first five years covering FY's 2011 – 2015.

Staff felt that the airport needed to place a renewed emphasis and an elevated priority on the rehabilitation of our airfield pavements – whereby the first 5-years allows the staff to complete many priority airfield pavement projects (Runway Shoulders and Edge Lighting, runway [asphalt] pavement rehabilitation, the rehabilitation of the pavement for Taxiways Echo and Foxtrot, and begin a phased replacement of concrete joint sealant) while acquiring two major pieces of snow removal equipment.

All projects contained in the ACIP are pending the receipt of AIP discretionary funding, and what the FAA deems as the project priorities for future federal funding, in contrast with what Marquette County, acting as the Airport Sponsor, deems as the project priorities for future federal funding.

**B. UPDATE: Aerobatic Practice Area**

Mr. Kaspari provided an update to the Committee Members regarding the receipt of an Environmental Assessment (EA), and the Finding of No Significant Impact (FONSI), for the issuance of the waiver for an Aerobatic Practice Area (APA) at Sawyer.

Mr. Kaspari communicated to the Members that a draft Letter of Agreement (LOA) has been submitted to Committee Member Frank Rosado (Air Traffic Manager of Sawyer's Federal Contract – Air Traffic Control Tower), for approval by his company (Midwest ATC) for their review and recommendations.

Once the LOA has been approved, then Staff can complete the steps necessary for the implementation of an APA.

Mr. Kaspari also publicly thanked Mr. Roger Bentlage for all of his time and work to request the APA. The Committee Members also thanked Mr. Bentlage for his work on the APA.

**C. Wide Area Augmentation System (WAAS):** Mr. Kaspari was unable to contact officials with the FAA to provide an update to the Committee Members regarding the Wide Area Augmentation System, or WAAS, for the Runway 1 approach end.

Mr. Kaspari will attempt to provide an update for the August meeting.

#### **D. Runway Broom:**

As part of the July agenda packet, Mr. Erbisch included a memo to update the Committee Members on the status of scheduling and payment for delivery, set-up and demonstration of a rotary broom to enhance the braking action of aircraft on SAW's airfield movement and non-movement areas during the winter season. Discussion ensued.

Staff and Committee Members discussed the equipment that was displayed to Committee Member John LaCourt and Staff (Keith Kaspari) during their February trip to the Cherry Capital Airport in Traverse City.

Discussion continued with the following talking points:

- The Committee discussed the overall price of the two pieces of equipment purchased by the staff at the Cherry Capital Airport, with Committee Member Jim Cihak inquiring about the cost of the equipment purchased by Traverse City, which, Mr. Kaspari commented that each vehicle costs between \$500,000 & \$600,000;
- Committee Member LaCourt provided comment that staff at Cherry Capital Airport liked the equipment so much, that they plan on purchasing two additional – similarly outfitted;
- Committee Member Jim Cihak commented that using a broom to begin the removal of water from the pavement areas would be of significant assistance to prohibit the water from freezing;
- Keith Kaspari provided comment that due to the age of the existing plows and material (sand) spreader, that he recommended the acquisition of a combination plow and material spreader such as what officials at Cherry Capital Airport purchased approximately 3 or 4 years ago;
- Committee Member Scott Schulz provided comment that Staff should complete a Cost Benefit Analysis (CBA), for the potential cost of the snowbroom, chemicals, equipment to apply the chemicals (if necessary) maintenance of the equipment, and other potential costs that the airport would be required to absorb for the on-going operation of the snowbroom – including what impact the use of this equipment would have on the visibility or reflectivity of the airfield markings, as noted by Mr. Kaspari, below.
- Mr. Kaspari provided comment that from a conversation that he had with the Assistant Director of the Cherry Capital Airport (Kevin Klein), that he commented that he would recommend that we repaint the airfield markings every year due to the wear and tear of the markings by plow blades and rotary brooms.

Mr. Kaspari continued, in that we have an on-going program to repaint the airfield every three years (we are currently one-year overdue), and to repaint the airfield every year, would require us to dedicate nearly 10% of our annual AIP Entitlement funds, as it costs approximately \$90,000 to repaint all the pavement markings on the runways, taxiways and aircraft ramp areas.

Committee Members John LaCourt and Jim Cihak requested of staff to submit a letter to the various SRE broom manufacturers (Wausau and M-B Co.) prior to the August meeting, and to request that they place Sawyer as a location to demonstrate their equipment at Sawyer for the upcoming 2010 – 2011 winter season.

Mr. Kaspari also recommended that Staff send out a letter of invitation to SRE manufacturers that if they need a location for the testing of SRE equipment, that staff would provide a location for their winter testing at no cost.

**E. Strategic Long Range Planning:**

Due to the absence of Scott Erbisich of the Airport Staff, and Committee Members Steve Rodgers and Frank Rosado, the long range planning discussion has been tabled for the August meeting.

Mr. Kaspari recommended to Chairman Struck that we could hold a special meeting, yet to be scheduled, during the week of July 26<sup>th</sup>.

Chairman Struck recommended of staff to submit an email regarding the availability of Committee Members during the week of the 26<sup>th</sup>.

**F. FY-2010 Military Airports Program (MAP) Application**

Mr. Kaspari provided an update to the Committee Members regarding the status of the MAP Application that Airport Staff submitted to the FAA many months ago.

Via an email received on July 1 (2010) from the American Association of Airport Executives (AAAE), Airport Staff discovered that Sawyer was not included in the list of airports for FY-2010.

Of the 15 airports that can be approved to participate in the MAP program, there were nine airports in the MAP program, with two additions, thereby leaving four open slots.

Mr. Kaspari shared email communication received on Thursday afternoon (July 1, 2010) from Ms. Amy Berglund, U.P. Regional Representative to U.S. Senator Carl Levin, regarding the position of the FAA from the FAA's Office of Legislative Affairs, to quote:

*Keith,*

*According to the FAA legislative office, the improvement and upgrading projects Sawyer submitted are eligible for other funding opportunities outside of MAP. Have these projects been submitted elsewhere for funding?*

*Thanks, Amy.*

Airport Staff (Keith Kaspari), responded to Ms. Berglund's email, with the following:

*Amy:*

*Thank you.*

*Some projects were (snow removal equipment), and others on the list were submitted because they met the criteria for MAP funding.*

*Consistent with previous applications submitted, I still submitted many projects for continued hangar improvements (repairing hangar floors, fire suppression systems, roofs) and others (fuel farm security project, building demolition), etc.*

*I also requested snow removal equipment, as snow removal equipment was allowed in previous MAP programs, and due to what the FAA deemed as higher priority projects for our annual entitlements, (airfield lighting, runway reconstruction) snow removal equipment does not get the priority that other equipment does - ex: airport fire trucks.*

*You would think that the FAA would grant special consideration for airports in winter climates, and the northern-tier states, especially those airports that annually receive the amount of snow that we get here in the U.P.*

*Additionally, our runway pavement reconstruction project, which is usually a very high priority for funding, Sawyer received zero discretionary funds, and instead of a one or two year max project, resulted in what will end up being a 4-year reconstruction project - therefore not allowing us to conduct a phased replacement of large snow removal equipment - especially when snowblowers can price out in excess of \$800,000.*

*Also, when we bid out a project for the interior rehab. of the 400-series hangars last summer, this bid letting also included the two buildings mentioned below, but, approximately a million dollars of our potential funding to make the exterior improvements on the two buildings below, was re-directed to I believe the Mesa, Arizona airport for a passenger terminal improvement project.*

*Other projects, that are considered MAP eligible, included projects or systems for utility improvements - thereby, my request included improvements to Sawyer's water and waste water treatment plant, and water line improvements for an increased flow rate of water for a large number of buildings for fire suppression systems, fire hydrants, terminal, tower and airport fire station.*

*I truly believed that all projects as submitted, were excellent candidates for MAP funding as I believe the projects met all eligibility criteria.*

*Thanks for all you have done Amy, Tom and Sheri.*

*Keith*

Staff recommended to the Committee Members that at the very least, that the County Board sends correspondence to Senators Levin and Stabenow, and Representative Stupak, for all of their assistance with the significant amount of funds that Marquette County has received for the many capital improvements completed with MAP funding.

**G. UPDATE: FBO Lease Agreement and Discussion -**

Committee Member Fred Benzie requested of staff for an update regarding the FBO discussions and agreement, and when an update would be provided to the Marquette County Board of Commissioners.

Mr. Kaspari provided comment, that as per an email received from Scott Erbisich, to present to the Committee at the July meeting, that an update would be provided to the County Board at the July 13<sup>th</sup> meeting.

Committee Member Benzie offered a Motion of Support for staff to provide an update to the County Board of Commissioners within the next 30-days, or prior to the August meeting.

A second was provided by Committee Member Jim Cihak.

A Roll-Call vote was necessary, reflecting the following voice votes:

Ayes: Committee Members LaCourt, Benzie, Schulz and Struck;  
Nays: Committee Members Sikkema and Cihak.

**6. Informational Items:**

**A. UPDATE: Terminal Restroom**

Mr. Kaspari led discussion, via an update from Scott Erbisich regarding the future construction of a restroom for the airport passenger terminal.

Mr. Kaspari commented that staff anticipates receiving the plans for the restroom during the month of July, with review by Committee Member LaCourt, and the County's Building Codes department.

Mr. Kaspari provided comment to the Committee Members that he anticipated the project to be completed prior to the Thanksgiving Holiday season.

**B. FAA Runway Reduction**

Mr. Kaspari led discussion with regard to the potential reduction in the useable length of the runway.

As part of the discussion, Mr. Kaspari informed the group that due to a recently completed survey, that the current length of the runway has been reduced from 12,370' to 12,366' due to current location of the threshold lights at the Runway 1 approach end.

As a result, this will require a complete updating of the Final Report of Sawyer's Airport Master Plan, and forthcoming Airport Layout Plan (set of plan drawings).

**C. UPDATE: Memo, Telkite Land Purchase and Marketing Agreement**

As part of the July agenda packet, Airport Staff (Scott Erbisch) provided a copy of correspondence to the Marquette County Board of Commissioners, regarding an update of the County's agreement with Telkite.

Committee Member Scott Schulz provided comment regarding his views that for an annual investment of \$100,000 to Telkite officials for airport marketing services, and over the past five year period, that he has seen little if any end result.

**D. Airport Runway (Taxiway) Lighting Project – Phase II**

Mr. Kaspari led discussion and provided an update regarding the status of the Phase II taxiway lighting rehabilitation project.

- Currently, and as of July 1, completes Week No: 3;
- The General Contractor (Airport Lighting, LLC) is on schedule or even ahead of schedule, and is still set for completion on or about August 16<sup>th</sup>.

**7. Public Comment**

None

**8. Staff and Committee Member Comment**

Committee Member Andy Sikkema provided an update on the status of MDOT projects in Marquette County.

Airport Manager Keith Kaspari provided the Committee Members a brief update on the following:

- Third daily trip to Detroit Metro on Delta Airlines begins on July 15<sup>th</sup> in contrast with the previous schedule of July 1<sup>st</sup>. No reason for the change in schedule was received by officials at Delta Airlines;
- Staff will be forwarding correspondence to the Marquette County Board of Commissioners in preparation of the Phase IV runway slab reconstruction project set to begin on or about Monday, August 9; and,
- Congress is extending for the 14<sup>th</sup> time, aviation taxes for a 30-day period which is now set to expire on or about August 3<sup>rd</sup>.

**9. Adjournment**

A Motion to Adjourn the meeting was offered by Committee Member Jim Cihak, with a Second offered by Committee Member Scott Schulz.

Motion Passed.

Time of adjournment: 5:57.