

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

**Thursday, November 5, 2009, 4:30 P.M.  
Meeting Minutes**

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

**Members Present:** Committee Chairman Bob Struck, and Committee Members Andy Sikkema, Steve Rodgers, Frank Rosado, Scott Schulz and Fred Benzie.

**Members Absent:** John LaCourt

**Staff Present:** Keith Kaspari, Airport Manager & Cheryl Cox, Marketing and Development Coordinator

**Staff Absent:** Scott Erbisch, Director of Operations

**Guests Present:** None

1. **Call to Order:** The meeting was called to order at 4:33 p.m. by Chairman Struck.
2. **Approval of Minutes: (August & September)**

With no August meeting minutes prepared, approval of the minutes for August was deferred to the December meeting. The minutes from September were reviewed, and a Motion of Support to approve the minutes was offered by Committee Member Sikkema, with a Second offered by Committee Member Rosado. Motion passed.

3. **Approval of the Agenda:**

Mr. Kaspari requested of the Committee Members to allow the following items be added to the agenda, as follows: Snow & Ice Control Plan - SICP (5-F), Airline Passenger Terminal Restroom (5-G), Parking Lot (PARCS) System (7-C), and Airfield Lighting Vault (Tour) ó (7-D).

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

4. **Public Comment:** None

5. **Items for Discussion:**

For the sake of expediency to cover the discussion items on the agenda, Mr. Kaspari requested of the Committee Members to allow for Cheryl Cox of the Airport Staff to provide an update (5-D) regarding the Marketing Plan for Sawyer.

- A. General Aviation Fuel Flowage Fee:** Mr. Kaspari handed out a memorandum authored by Scott Erbisch for discussion by the Committee regarding a minimal increase to the General Aviation Fuel Flowage Fee (FFF), as proposed by Airport Administrative staff.

Discussion ensued by all members present, including Committee Member Fred Benzie who questioned why an increase was necessary in contrast to the amount of the FFF today.

Mr. Kaspari responded that staff felt the minimal increase as proposed by Airport staff, was justifiable from the last period of discussion on the FFF issue from approximately two years ago.

Committee Member Benzie responded that as the one member of the Advisory Committee charged with representing the General Aviation community, he felt he would have a difficult time recommending the increase to the local GA community without sound justification.

Mr. Kaspari provided comment that if the Members of the Committee requested, that Airport Staff would draft a White Paper or Position Paper, to be approved by the Advisory Committee, to justify the increase as proposed by Airport staff.

It was decided by the Committee that the FFF issued be rescheduled for additional discussion during the December meeting.

- B. 10-Year Airport Capital Improvement Program (ACIP):** Mr. Kaspari handed out a 3-page copy of the 10-Year Airport Capital Improvement Program for Sawyer International Airport.

Mr. Kaspari commented to the Committee that this was the first year of submitting a 10-year plan, in contrast with previous submittals of only a 5-year program of capital projects, as the FAA requested that Airports submit their plan for years 6-10, so that FAA senior staff can review the projects for eligibility, and to plan for funding for the projects in years 6-10 (FYs 2015 to 2019).

Committee Member Benzie questioned the Airport Staff as to why no cross-wind runway project has been included in the plan.

Mr. Kaspari responded that the reason for the lack of a cross-wind runway project was due to the fact that with approximately 9,000,000 square feet of existing pavement, that the Airport staff must maintain the existing pavement in contrast with adding additional infrastructure with a 6,500 x 100 foot cross wind runway with a 12/30 configuration, in addition to a full length 75-foot parallel taxiway.

Mr. Kaspari continued comment that prior to any significant planning initiative with construction of new runway and taxiway infrastructure that an Environmental Assessment, or EA, would first need to be completed.

Mr. Kaspari cautioned the Committee Members that an Environmental Assessment only has an estimated life-span of approximately 2-years, and why pay upwards of \$100,000+ when it is not needed at this time.

Mr. Kaspari provided further comment that Mead & Hunt completed an Environmental Assessment many years ago as a separate project when URS was the Airport's planning and engineering consultant.

Mr. Kaspari provided final comment that the Airport may be in a better position to secure a future turf cross-wind runway in advance of a multi-million dollar paved cross-wind runway

- C. Military Airports Program – Application Submittal:** Mr. Kaspari provided comment to the Committee Members regarding the submittal by Airport Staff for a 5-Year Redesignation Application for extension into the FAA's Military Airports Program, or MAP. Staff has no idea on when the review of the application will be completed.
- D. Sawyer Airport Marketing Plan:** Cheryl Cox of the Airport Staff provided an extensive update to the Committee Members regarding the Marketing Plan, and the Coming Home theme for Sawyer. Ms. Cox also updated the Committee that the next Business After Hours event is scheduled for June, 2010.
- E. Russian Aircraft – IL-78:** Mr. Kaspari provided an update and Letter of Memorandum from Ms. Cheryl Hill, Chief Civil Counsel for Marquette County's Prosecutor's Office, regarding the outcome of the Court hearing via the parties involved with the aircraft.
- F. Snow and Ice Control Plan (SICP):** Mr. Kaspari provided comment to the Committee Members regarding the submittal by Airport Staff to the FAA's Chicago Regional office for the Snow and Ice Control Plan (SICP).

Mr. Kaspari continued comment that the FAA has approved the SICP, pending the final approval and signature of the Letters of Agreement (LOA) between Sawyer and Sawyer's Contract Air Traffic Control Tower.

Committee Member Rosado commented that the LOA's have been sent to Midwest Air Traffic Control for their review.

- G. Airline Passenger Terminal Restroom:** Mr. Kaspari commented that there was a water line that may be able to be accessed for a future (second) terminal area restroom located at the entrance of the security check point, but believes the location of the water line (opposite the south wall), would require a complete reconfiguration of the security checkpoint, equipment, doors and exit lane.

**NOTE:** Due to a numbering error on the November agenda, Mr. Kaspari requested of the Committee to further revise the agenda, for moving Item Nos: 7-A thru 7-D from Staff and Committee Member Comment, to 5 Informational Items, that would revise the agenda to Item 6 Informational Items ...

**6. Informational Items**

- A. Keith provided an update to the Committee Members regarding the status of the Wide Area Augmentation System for Sawyer's Runway 19 approach.

In discussions with staff from the FAA, Sawyer is anticipated to have an approved and operational WAAS for Runway 19 on or about April 8, 2010.

There has been no update for the Runway 1 WAAS, nor was no update provided by the FAA to Airport staff regarding a future date to have the WAAS system flight checked.

- B. Mr. Kaspari commented to the Committee Members that Argonics is relocating their business operations from the City of Marquette to Sawyer.

- C. Mr. Kaspari provided an update to the Committee Members on the Parking Lot PARCS system that is in use.

Mr. Kaspari commented that there have been some minor problems with varying systems of the PARCS equipment yet believes that all problems will be corrected soon.

- D. Mr. Kaspari provided comment to the Committee Members on the status of the Airfield Lighting Vault / ARRA Stimulus funded project. The vault, lighting improvements, grounding protection, computerized lighting controls, new conduit, etc. has been completed.

Committee Members will see the new LED taxiway lights as installed at Delta and Echo taxiways. Overall, the Scope of Work as originally authorized has been completed.

A project Change Order has been issued and Staff is awaiting its approval, to relocate the AWOS and the GA Ramp Lighting from the old vault to another building nearby.

With completion of the Change Order, if authorized, will allow Airport Staff to terminate all connections from the old vault. If approval of the Change Order is authorized, the relocation of the above two systems should be completed by on or around December 15.

Phase II of the taxiway lighting improvement project has been requested for receipt of discretionary funding during FY-2010, with an anticipated project cost of \$1,510,000.

If approved, this will allow staff to make similar improvements to the north-half of Taxiway Alpha, Taxiway Bravo and replace all quartz taxiway fixtures with energy efficient LED's.

Mr. Kaspari offered to all Committee Members a tour of the vault as their schedule may permit.

**7. Public Comment**      None

**8. Staff and Committee Member Comment**

- A. Chairman Struck provided comment to Staff and the Committee Members with regard to email messages communicated between the Airport Staff and Members of the Advisory Committee.
- B. Chairman Struck provided comment with regard to the addition of Argonics that will be a significant addition to the growing number of businesses at Sawyer.

**9. Adjournment**

A motion to adjourn was offered by Committee Member Steve Rodgers. The motion was seconded by Committee Member Scott Schulz.

Motion was approved.

Time of adjournment: 6:40