

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

**Thursday, May 5, 2011, 4:00 P.M.
Meeting Minutes**

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

Members Present: Committee Members Scott Schulz, Jim Cihak, Fred Benzie, Andy Sikkema and John La Court

Members Absent: Committee Members Charles Bergdahl, Steve Rodgers and Frank Rosado.

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

Staff Absent: N/A

Guests Present: Mr. Roger Bentlage.

1. Call to Order: The meeting was called to order by Chairman Benzie at 4:09.

2. Approval of the Agenda:

Airport Manager Keith Kaspari, requested an addition to the agenda, as 6-F, Sawyer Air Fares.

Committee Member Cihak made a Motion to Approve the Agenda for May with the addition. Committee Member La Court provided a second of approval.

Motion passed.

3. Public Comment:

Guest Roger Bentlage provided comment regarding the sign that was recently purchased and installed between the GA terminal and the EAA Chapter office.

Mr. Bentlage thanked the airport for participating in the purchase at 50%, with the EAA Chapter 850 paying the balance. He also thanked the airport manager for his contribution.

He also provided an update to the Committee regarding the Aerobatic aircraft that he recently purchased and relocated from Virginia. He provided a practice run, including the issuance of a NOTAM, and everything worked well.

Committee Member Cihak requested a brief update be provided to Steve Powers (County Administrator), with the report forwarded to the County Board of Commissioners.

4. Approval of Minutes:

Committee Members reviewed the minutes from the Advisory Committee meeting held on Thursday, April 7, 2011.

A motion was offered by Committee Member Jim Cihak to approve the April 7, 2011 minutes with a second of support followed by Committee Member Andy Sikkema.

Motion passed.

5. Items for Discussion:

A. Flight Instruction

Chairman Benzie requested this item for the agenda, as he recently became aware that Mr. Bernie Lane is no longer providing instruction. That leaves Sawyer with no flight instruction on the airfield.

Discussion ensued regarding other Upper Peninsula airports that currently offer flight instruction, including the cost of instruction, current local demand, etc.

Discussion continued regarding the possibility of placing an advertisement for local flight instruction, checking with other flight instructors from other airports regarding flying to Sawyer to offer the instruction, and a submittal to the MDOT-Aero newsletter regarding an open opportunity.

B. Long Range Strategic Planning

Scott Erbis led discussion, and continued from previous committee meetings, regarding the increase in the daily rate of the public parking lot from \$5.00 per day to \$6.00, in addition to an increase in the lost ticket fee from \$35.00 to \$50.00 – and possibly higher.

Significant discussion continued regarding possible abuse of the system by parking patrons, etc. Additional discussion continued regarding fees for hangars, t-hangars, etc.

A motion was offered by Committee Member Sikkema to increase the lost ticket rate of the public lot from \$35.00 to \$50.00, with a second of support offered by Committee Member Cihak. With no additional discussion, the motion passed.

Committee Member Sikkema recommended that staff develop a policy that staff would continue to review on an annual frequency, all airport rates and charges.

Discussion continued regarding a rate-review timeline for the committee to review the fees in order to provide a recommendation to the County Board of Commissioners by NLT July 1st of every year.

Discussion of fees continued with regard to the cost of corporate parking permits. Committee Member Schulz offered a motion to lower the annual fee from \$500.00 to \$250.00 effective January 1, 2012. A second of support was offered by Committee Member La Court. After additional discussion, the motion was withdrawn.

Discussion continued with regard to the annual rate of employee parking at \$50.00. A motion to keep the annual rate at \$50.00 was offered by Committee Member La Court. A second of support was offered by Committee Member Cihak. A voice vote was recorded.

- Ayes: Committee Members Cihak, Benzie, Schulz and La Court
- Nays: Committee Member Sikkema

Motion Passed.

Discussion continued regarding the monthly rate of the General Aviation T-Hangars.

- North Facing Singles \$140.00
- South Facing Singles \$155.00
- North Facing Twins \$160.00
- South Facing Twins \$190.00

A motion to keep the monthly rate was offered by Committee Member La Court. A second of support was offered by Committee Member Cihak.

Motion Passed.

Committee Member La Court requested that we advertise the opportunity for non Sawyer-based aircraft to relocate to Sawyer for cold-storage during the winter season.

Committee Member Cihak offered a motion to have staff review the annual storage concept of non Sawyer-based aircraft. A second of support was offered by Committee Member Schulz.

Discussion continued, with Keith Kaspari providing comment that MDOT-Aeronautics may be able to provide some assistance on the possibility of Sawyer counting that aircraft as a based aircraft.

Committee Member Cihak requested of staff to study this agenda item in greater detail and provide a report to the Advisory Committee by NLT the July meeting.

Discussion continued.

Motion Passed.

Scott Erbisch continued discussion with regard to correspondence provided to the Board of Commissioners regarding the FBO agreement, and the fee schedule, along with an executive summary on the changes from the previous agreement, exs: landing fees.

Other notable changes included the termination of the waiver of landing fees to General Aviation aircraft if a certain minimum number of gallons of fuel were purchased.

A motion was offered by Committee Member Cihak to allow the GA schedule of fees to remain as per the FBO agreement, with an exemption of landing fees to Federal and State owned aircraft.

Staff will discuss with Scott Schulz regarding the landing fee issue with FedEx, and provide a report for additional discussion by the Committee.

A second of support was offered by Committee Member Sikkema.

A voice vote was recorded.

- Ayes: Committee Members Cihak, Benzie, Sikkema, and La Court
- Nays: Committee Member Schulz

Motion Passed

6. Informational Items:

A. CY-2011 Annual FAA Inspection

Airport Manager Keith Kaspari provided an update to the committee members that the inspection for CY-2011 has been scheduled for the week of May 16th.

B. FBO Agreement

Scott Erbsch continued discussion from previous meetings, that the FBO agreement has been completed, but staff is still working on the agreement for Hangars 423, 424 and 425, and Building No: 418.

C. SAW Passenger Facility Charge (PFC) Application No: 11-10-C-00-SAW

Mr. Keith Kaspari provided an update to the Committee regarding the status of Sawyer's CY-2011 PFC application.

D. FY-2011 SRE Snowblower Purchase

Airport Manager Keith Kaspari provided an update to the Committee regarding the status of the purchase of the Snowblower and related equipment.

E. FY-2011 RWY Joint Sealant and Pavement Markings Project (Bid Results)

Mr. Kaspari provided the Committee an update on the status of the bids received for the above project.

- Staff estimated a project total of approximately \$500,000.00
- Mead & Hunt (Engineer's) Estimate: \$404,927.92

- Low bidder was Axtells, Inc. \$322,721.48
- Three additional bids as-read ranged from: \$341,503.05 to \$352,865.04

F. Sawyer Air Fare Survey

Keith Kaspari provided a handout with regard to the comparison of airfares from Sawyer in contrast with five other airports in the region – those being Escanaba, Iron Mountain, Green Bay, Appleton and Milwaukee. Examples of fares with Delta Air Lines were used for the airfare survey.

This airfare comparison was a result of staff being advised by a number of local passengers making inquiries about why the difference in fares from Sawyer in contrast with other nearby airports where the fares from Sawyer were, for example, \$150, and in some cases \$250 higher than other area airports (Escanaba and Iron Mountain).

Discussion continued regarding service levels at other airports in the Upper Peninsula.

7. Public Comment: None noted

8. Staff and Committee Member Comment:

Keith Kaspari provided comment with regard to the impact that aviation has on the U.S. economy.

- Aviation provides an estimated economic impact of \$1.3T to the U.S. economy;
- Provides approximately 11.5M jobs; and,
- Provides \$396B in wages.

Committee Member Sikkema provided an update to the Committee for the work that is scheduled for the bridge on Hwy. 94. Work is estimated to take approximately 8-weeks.

Scott Erbisch discussed the use of consumables (paper towels, toilet paper, etc.) in the terminal building. Mr. Erbisch estimates \$6,000 to \$12,000 per year is expended for the cost of these two supplies.

Mr. Erbisch noted specifically that during FY-2010, approximately \$12,000 was spent solely for the purchase of paper towels, and is recommending the possibility of using hand-dryers.

Committee Member Benzie discussed the use of deputies at the terminal building, and that Sheriff Lovelace is authorized to deputize airport staff after sufficient training.

9. Adjournment

A motion to adjourn the meeting was offered by Committee Member La Court, with a Second offered by Committee Member Sikkema.

Motion passed.

Time: 6:03