

COUNTY OF MARQUETTE, MICHIGAN
Sawyer International Airport
Airport Advisory Committee

Thursday, October 7, 2010, 4:00 P.M.
Meeting Minutes

First Floor Conference Room
Airport Services Center
Gwinn, MI 49841

Members Present: Committee Chairman Bob Struck, and Committee Members Steve Rodgers, Scott Schulz, John LaCourt, Andy Sikkema and Fred Benzie.

Members Absent: Committee Members Jim Cihak and Frank Rosado

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

Staff Absent: N/A

Guests Present: 1. Roger Bentlage, Member, Sawyer Chapter, EAA.
2. Ken Barrett, Employee, Boreal Aviation

1. **Call to Order:** The meeting was called to order at 4:07 p.m. by Chairman Struck.

2. **Public Comment:**

Ken Barrett, an employee of Boreal Aviation, Inc. provided comment to the Committee on renting an end storage unit at the General Aviation T-Hangars.

Mr. Erbisch provided a reply to Mr. Barrett, led discussion, and updated Mr. Barrett and the Committee Members that he is working on finding a suitable location located adjacent to the airfield for those that may be interested in storage of recreational vehicles.

3. **Approval of the Agenda:**

The Committee Members reviewed the agenda for October. With no changes requested, a motion was offered by Committee Member Fred Benzie, with a second followed by Committee Member Steve Rodgers. Motion passed.

4. **Approval of Minutes:**

Committee Members reviewed the minutes from the Advisory Committee meeting held on September 2, 2010.

Keith Kaspari identified an error with regard to the minutes in the Staff and Committee Member update, regarding to an un-finished comment by Committee Member Sikkema. With revisions as noted, a Motion of Support was offered by Committee Member Scott Schulz, with a second by Committee Member Steve Rodgers. Motion passed.

5. Items for Discussion:

A. Long Range Planning

Scott Erbisich provided a number of handouts, and led discussion on the following:

- The Airport Department Budget;
- Status of Leased Properties; and,
- Realized Parking Revenue with annual rates and total passengers;

Discussion ensued.

Mr. Erbisich continued with a description of the lease with BWI, lease revenues, and requested improvements to the facility by BWI officials.

Additional discussion included lease revenue from the following tenants:

- Argonics;
- Frontier Medical;
- Tenant Airlines;

Mr. Erbisich continued discussion to update the Committee with regard to:

- The largest expenses to the department;
- Vehicle maintenance; and,
- Useables (materials and supplies) – cleaning / custodial, other/s;

General discussion continued with regard to:

- Rates and Fees assessed to airport users and tenants;
- Utility Charges;
- Use of Overtime for Department Personnel;
- Material Costs.

Committee Member LaCourt discussed the costs of materials such as sand and fuel. Committee Member Fred Benzie brought forward the concept of allowing the rental car tenants to refuel their vehicles at SAW's fueling station, in contrast with the rental car tenants refueling vehicles at the Crossroads, or in Gwinn.

- Reviewing the core services such as what was discussed during the April, 2010 meeting.

6. Informational Items:

A. DRAFT Revised Airport Capital Improvement Plan (FY's 2011 - 2020)

Airport Manager Keith Kaspari provided an additional update for the upcoming presentation to FAA and MDOT officials of SAW's 10-year ACIP.

B. Wide Area Augmentation System (WAAS)

Mr. Kaspari provided an update with regard to the WAAS project for Runway 1.

Mr. Kaspari spoke with a member of the FAA staff in the DFW office, and that there was no project identified in the system for SAW's Runway 1 WAAS.

Mr. Kaspari provided further comment that as a result of the above conversation, that airport staff submitted a request via the FAA's website to initiate such a request.

C. UPDATE: Terminal Restrooms -

Scott Erbsich led discussion regarding the future construction of two unisex restrooms for the airport passenger terminal.

D. Explorer Solutions / SBA Grant:

Scott Erbsich led discussion and provided an update to the Committee Members regarding the Explorer Solutions and the SBA Grant.

E. Airport Project Updates -

Airport Manager Keith Kaspari provided an update to the Committee Members on the following:

- Phase II, Taxiway Lighting Rehabilitation Project is now complete at 100%;
- Phase IV, Runway Slab Reconstruction Project is now complete at 100%;
- 400-Series Hangar Rehabilitation project has experienced continued delays in overall completion due to some failures of the proofing material to bond with the foam insulation. General Contractor, Subs and Mead & Hunt are working on a solution to rectify the failed areas.

The failed areas were re-sprayed on Thursday, September 30, and airport staff anticipates that Boreal staff can re-occupy the hangar on or about Monday, October 18.

F. Trip Report, Fall Conference, Michigan Association of Airport Executives -

Airport Manager Keith Kaspari provided an update to the Committee Members regarding the September 13 - 16 MAAE conference in Bellaire, MI.

- The Number 1 concern of all present is the future funding capability of MDOT-Aeronautics, and the on-going concerns regarding funding via the State Aeronautics Fund (SAF).

Mr. Kaspari handed out a copy of the correspondence that was forwarded to the County Board of Commissioners for their consideration during their October 12, 2010 Annual Meeting. Staff is requesting the support with resolution for the passage of House Bill 5773.

- FAA ADO Detroit staff requesting airport sponsors receive permission first prior to using an aviation structure for non-aviation purposes.
- Air Service Trends:
One trend that could be forthcoming in the industry, is a concept whereby regional airlines, and to lower their station costs, may serve smaller communities with fewer arrivals and departures, yet with larger regional jet aircraft - in contrast with smaller 50-seat Regional Jets and more frequency.

7. Public Comment

Roger Bentlage provided comment regarding the future completion of a Cost-Benefit Analysis, or CBA, and the potential impacts of increased fees and usage.

8. Staff and Committee Member Comment

- Scott Erbisich provided comment with regard to the new airport website www.comehometosawyerairport.com, that provides a number of stories and articles with the assistance of Mr. Larry Chabot, and that Mr. Erbisich is requesting feedback from the Committee regarding content, etc.
- Mr. Kaspari handed out the flight schedules for November 1 and December 18, with the flight schedules reflecting changes in air service points beginning with departure times on Delta (no early morning departure) beginning November 1, and the return of an early morning departure to Detroit with Delta Airlines.

Mr. Kaspari also updated the Committee Members regarding recent correspondence received from Delta Airlines officials regarding the loss of service to Minneapolis beginning in early January for an expected 60-day period. Service to MSP is anticipated to return on or about March 2.

Staff (Mr. Erbisich) is also attempting to meet with Delta Airlines during his October 18-22 NBAA conference in Atlanta.

- Mr. Kaspari provided an update to the Committee with regard to a new General Aviation runway that was constructed for the Battle Creek, MI airport (BTL), for use by students at Western Michigan University.
- Keith Kaspari provided a number of handouts to the Committee with regard to the following:
 - Information from AAAE / USCTA Program; and,
 - MAP of Michigan, Page B-30, in the FAA's description of the National Plan of Integrated Airport System (NPIAS), and that the region that includes Michigan, has identified airport needs of approximately \$52.5B during FY's 2011 - 2015.

9. Adjournment

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

Motion Passed.

Time of adjournment: 6:13.