

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

**Thursday, September 2, 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, Frank Rosado and Fred Benzie.

**Members Absent:** Steve Rodgers

**Staff Present:** Keith Kaspari, Airport Manager

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

**Guests Present:** Roger Bentlage, Member, Sawyer Chapter Experimental Aircraft Association - (EAA).

1. **Call to Order:** The meeting was called to order at 4:04 p.m. by Chairman Struck.

2. **Public Comment:** None

3. **Approval of the Agenda:**

Keith Kaspari reviewed the agenda for September. With no changes requested, a motion was offered by Committee Member Frank Rosado, with a second followed by Committee Member Scott Schulz.

Motion passed.

4. **Approval of Minutes:**

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

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

Motion passed.

**5. Items for Discussion:**

**A. DRAFT Revised Airport Capital Improvement Plan (FY's 2011 - 2015)**

Airport Manager Keith Kaspari requested of the Committee Members to defer this agenda item to the October meeting, due to changes in the plan received prior to the beginning of the September meeting.

**B. DRAFT Airport Capital Improvement Plan (FY's 2016 – 2020)**

Airport staff provided discussion to the Members with regard to the projects as described in the ACIP for FY's 2016 – 2020. Committee Member Fred Benzie provided comment regarding his concern for no project for the future planning of a crosswind runway.

Mr. Kaspari continued comment that since Sawyer is no longer in the FAA's Military Airports Program (MAP), and since Hangar Support Buildings (HSB) 608 & 627 received funds for Phase I design – yet did not receive MAP funds for the Phase II construction improvements, that staff has recommended to the Committee Members to dedicate 65% of SAW's AIP Entitlement funds for a project to improve the exterior of HSB-608. This project is recommended for FY-2017.

Committee Member Scott Schulz provided comment that he has requested funds to provide improvements to Building 427 (General Aviation Terminal Building).

Discussion continued.

Airport Manager Keith Kaspari responded to Committee Member Benzie's comments about the cost of the crosswind, supporting infrastructure, and how with current levels of air traffic operations, that Sawyer could justify the expenditure of funds for project design and future construction.

Mr. Kaspari requested of the Committee Members, for a recommendation to request a project during FY-2016 – 2020, for staff to task Mead & Hunt for the completion of a Conceptual Budget Report (CBR).

A Motion of Support for the completion of a CBR, was offered by Committee Member John LaCourt, with a second offered by Committee Member Fred Benzie.

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

Ayes: Committee Members LaCourt, Benzie, Schulz, Struck and Cihak

Nays: Committee Members Sikkema and Rosado.

Committee Member Steve Rodgers was absent.

**C. Explorer Solutions / SBA Grant:**

Airport staff provided discussion, regarding the Explorer Solutions and SBA Grant. Mr. Kaspari updated the Committee Members with regard to Michigan Works authored the grant, Vikki Kulju assisted with verbiage and language in the grant and that other Upper Peninsula airports like Houghton and Escanaba are participating in the Green Aviation Coalition.

Kaspari continued comment in that Scott Erbisich will provide an update for the October meeting.

Committee Member Cihak commented that he was surprised to find out about the Green Aviation Coalition via the article in the Mining Journal.

**D. Aerobatic Box Update:**

Airport staff deferred to Roger Bentlage for the update on the Aerobatic Practice Area.

Mr. Bentlage was pleased to announce that, after many delays, the Aerobatic Practice Area for Sawyer has been approved by the FAA's Flight Standards District Office (FSDO).

Mr. Bentlage continued comment that the Minneapolis Air Route Traffic Control Center (MSP-ARTCC) also referred to as Minneapolis Center, will be contacted when the Aerobatic Practice Area is open or active.

**E. Runway Broom / Paint Striping:**

Staff provided comment, that the department is approved to expend approximately \$2,000 (Scott confirm amount), to Wausau SRE manufacturing to demonstrate the same type of equipment they sold to the Cherry Capital Airport in Traverse City (MI).

Mr. Kaspari continued comment, in that staff contacted personnel at the Oshkosh Truck Corp. (OTC) to offer Sawyer as a winter location for the testing and development of line of snow removal equipment.

Committee Member John LaCourt discussed the concept of using a different materials for the airfield markings. I mentioned to Mr. LaCourt that the type of markings described, are similar to those recently applied in Milwaukee, and that I would reach out to officials at the General Mitchell Airport to ascertain costs, wear resistance, etc.

**F. Wide Area Augmentation System (WAAS)**

Mr. Kaspari requested of the Committee Members to defer this update to the October meeting.

## **G. Long Range Planning**

Committee Chairman Struck led discussion of the group, with the Committee Members and Staff providing the following comments:

- Mr. Sikkema, regarding reaching out to the public for support;
- Mr. Struck, regarding what is necessary for the operation of the airport, and that there is no excess in any of the County's departments, let alone the airport;
- Mr. Cihak, regarding the County and Airport budgets being completed during the month of September;
- General Discussion: Regarding what the impacts to the airport would be, when the Stabilization account funds are exhausted; and,
- CY and FY-2009 "actuals" of SAW's budget, and how can we increase revenue with our existing leases.
- In response to requests from the Committee Members, discussion continued regarding funding sources for the airport, including how other airports are funded, including the use of a millage.

Staff commented that federal and state grants cannot be used for the cost of operating and maintaining the airport, including the using Passenger Facility Charges.

Staff continued comment, in that it was common place for small non-hub primary commercial service airports, and smaller airports, routinely receive subsidies from the general fund, and that currently, Sawyer receives no subsidies from Marquette County's general fund.

## **6. Informational Items:**

### **A. UPDATE: Terminal Restrooms -**

Mr. Kaspari led discussion, via an update from Mr. Erbisch, regarding the future construction of a restroom for the airport passenger terminal. Correspondence dated August 12, 2010 was distributed to the Members.

### **B. Airport Project Updates -**

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

- Phase II, Taxiway Lighting Rehabilitation Project;
- Phase IV, Runway Slab Reconstruction Project; and,
- Re-Write of Airport Emergency Plan (Nationwide FAA Requirement).

### **C. General Information: Lease Updates -**

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

- Signatory Airline Use Agreements for Delta and American expire on December 31, 2010;
- Negotiations continue with officials from BWI for the former Delphi facility;
- Staff working on airline use agreement for 2011 implementation with both Martinaire Aviation, LLC, dba United Parcel Service, and CSAir dba FedEx.
- Committee Member Fred Benzie requested an update on the status of the FBO lease.

### **7. Public Comment**

Roger Bentlage expressed his frustration to the Committee Members present with regard to previous meetings from many months ago, and the continuing challenges of the Committee to identify the core functions of the airport, and to identify the following:

- What is nice to have;
- What is needed / required; and,
- What is not needed.

Mr. Bentlage provided additional comment that he provided some notes from the April meeting, and would forward that to staff for distribution to the Committee Members.

Members of the Committee appreciated the comments of Mr. Bentlage and welcomed his verbal and written comments and suggestions.

### **8. Staff and Committee Member Comment**

Committee Member Frank Rosado recommended a flip-flop on the agenda for October's meeting, with regard to beginning with Strategic Planning first, followed by the Discussion and Informational Items.

Committee Member Scott Schulz commented to the staff that the exterior lights on the north row of General Aviation T-Hangars are out of service.

Committee Member Fred Benzie Andy Sikkema commented that the credit-card reader for the self-fueler is out of service, and commented on the renewaFUEL exhaust stacks. Committee Member Scott Schulz replied to the comment by Mr. Benzie, in that the software that supports the card-reader, no longer supports using credit cards by aircraft operators to purchase fuel using the self-fueler.

Keith Kaspari replied to Mr. Benzie's comment regarding the renewFUEL exhaust stacks, and that the exhaust stacks have been cleared by the FAA with the completion of an Airspace Study, and that the stacks are not a hazard to aviation for those aircraft operators in SAW's air traffic pattern.

Committee Member Jim Cihak commented that MDOT's Round-a-bout is a good addition.

Committee Member Andy Sikkema commented that ...

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

- Sawyer's flight schedules.

## **9. Adjournment**

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

Motion Passed.

Time of adjournment: 6:15.