

**COUNTY OF MARQUETTE, MICHIGAN**  
**Sawyer International Airport**  
**Airport Advisory Committee**  
**Thursday January 10, 2019 4:00 P.M.**  
**Meeting Minutes**

**Members Present:** Ed Glasgow, Steve Rodgers, Frank Rosado, County Commissioner Adamini, and Vito Carello Sr.

**Members Absent:** Bob Muelle and County Commissioner Alholm

**Staff Present:** Duane DuRay, Airport Manager and Steve Schenden, Director of Operations

**Staff Absent:** None

**Guests Present:** None

**1. Call to Order:**

The meeting was called to order by Director of Operations, Steve Schenden at 4:07 pm.

**2. Organizational Items:**

A. Appointment of Officers:

- i. Chairperson: Nominations were called out and Commissioner Adamini nominated Commissioner Alholm as the Chairperson, no other nominations were given. Member Rosado seconded the nomination, AIF. The motion passing to nominate Commissioner Alholm as Chairperson.
- ii. Vice Chairperson: Member Rosado nominated Member Rodgers as the Vice Chairperson; no other nominations were given. Commissioner Adamini seconded the nomination, AIF. The motion passing to nominate Member Rodgers as the Vice Chairperson.
- iii. Secretary: Member Rosado nominated Member Carello as the Secretary, no other nominations were given. Commissioner Adamini seconded the nomination, AIF. The motion passing to nominate Member Carello as the Secretary.

B. Establish meeting dates and times: A motion was made by Member Rosado supported by Commissioner Adamini to have the second Thursday at 4:00 PM remain the date and time. Motion passed unanimously.

C. By Laws, Committee agreed: A motion was made by Member Rosado supported by Member Glasgow to maintain Roberts Rules of Order and to amend the by-laws with the addition of a three minute limit to public comment, AIF. Motion passed unanimously.

**3. Approval of the Agenda:**

Motion was made by Member Rosado, supported by Commissioner Adamini to approve the agenda as presented. Motion passed unanimously.

**4. Public Comment:** None

**5. Approval of Minutes:**

A motion was made by member Rosado, supported by Commissioner Adamini, to approve the minutes of December 13, 2018, as presented. Motion passed unanimously.

**6. Items of Discussion:**

- A. Year End Airport Statistics: DuRay provided a PowerPoint presentation for the Committee
  - i. YOY Passenger growth from 2016-2018 4% increase from 17 to 18
  - ii. YOY Cargo statistics
  - iii. YOY Aircraft movement 2017-2018
  - iv. YOY T-Hangar Occupancy
  
- B. Short-term Hangar Lease Fees: Mr. Schenden briefed the Committee on the need to recalculate hangar rates for the nose docks. Mr. Schenden was going to review the rates and come back to the committee with some options for fees. Mr. Glasgow provided a hangar rate developed several years ago to Mr. Schenden for reference.

**7. Informational Items & Project Updates:**

- A. Winter Weather / Runway Chemicals - Steve Schenden informed the Committee on the current pilot program the airport is undertaking regarding runway deicing compounds. The product is a solid compound similar to salt, but non corrosive, purchased through NEW DEAL DEICING. The results to date have been very successful and airport staff is pleased with the easy of application. DuRay informed the Committee on the success of the broom, a couple of mechanical difficulties early on, but all is functioning now. The broom has been used on the airfield with very good success, improving the runway conditions significantly. Light discussion took place.
  
- B. Advisory Committee Available Seat: This was regarding the vacant seat left by Mr. LaCourt; staff was unaware that Mr. Carello was appointed by the County Commission at the January 2<sup>nd</sup> meeting.
  
- C. Marquette County Flying Club – Hangar Update - DuRay briefed the Committee on the request of the Marquette County Flying Clubs desire for the Airport Advisory Committee to provide a recommendation to the Marquette County Board to provide a rent reduction on the third T-hangar the MCFC is renting. The initial concept of hangar rate reduction was to provide some financial relief to the organization to help incubate the operation. The MCFC current hangar rate reduction is \$50 off the hangar rental for two t-hangars. They are requesting a reduction for the third t-hangar they recently acquired, but at this time it is not deemed necessary to recommend another reduction. This subject could be reviewed at a future date if the club’s situation changes. Discussion took place.

**8. Late Additions:** None

**9. Public Comment:** None

**10. Staff and Committee Member Comment:** Mr. Schenden briefed the Committee on the progress of the RFQ for the FBO. The plan is to have the RFQ completed soon and put the draft out for public comment, followed by a final document for advertisement. Comments will be taken into account and the final document will be prepared for advertisement after the comments are reviewed.

**11. Adjournment:** Commissioner Adamini made a motion, supported by member Glasgow to adjourn the meeting. Motion passed unanimously.

Adjourned at 5:25 pm.

Respectfully submitted by Duane R. DuRay, Airport Manager