

AIRPORT ADVISORY BOARD
Thursday, June 11, 2020 at 8:00 a.m.
Sanderson Field – Main Terminal
2144 Meridian

MEETING MINUTES

1. Call to Order

Chair Veum called the meeting to order with the time being 8:01 a.m.

2. Roll Call & Introductions

Members Present:	Tom Veum	Bill Munsell	Jim Cloudman
	Fred Smith	Jerry Jones	Terri Wolski
	Tom Brown		

Members Absent: None

Also Present: Tracey Laitinen, EDC Operations Manager
David Waite, Great Circle Aviation - FBO
Jack Wartella

3. Changes or Additions to the Agenda-none at this time

4. Approval of Minutes

It was moved by Jones, supported by Smith to approve the minutes of the May 14, 2020 meeting. The motion carried unanimously.

5. Finance Report

Laitinen provided an update of the Finance Report-Balance Sheet, P&L, Check Detail and Fund 101 YTD. Waite, Brown, and Laitinen met on Monday to wrap up the supply budget for the year. Munsell inquired about the FY 2020-21 budget and Laitinen noted that it had been approved by City Commission but could be altered based on Covid-19 in the coming months.

It was moved by Brown, supported by Jones, to receive the reports on file. The motion carried unanimously.

6. Award of vegetation bid

Laitinen recapped the City's bid procedure and that only one bid was received by A&M Vegetation of Sault Ste. Marie. Twice a year the inside area of the fence is sprayed as well as the lighting and signs.

It was moved by Smith, supported by Brown to award the sole bidder of A&M Vegetation in the amount of \$5,100. The motion carried unanimously.

7. Airport Manager Report

Brown noted things were going smoothly and that they were focused on repairs and maintenance with the slow due to the pandemic. The New Holland is currently at DPW for annual maintenance and the Kubota was completed earlier in the week. Powerlift hangar doors will be here June 16-17 for annual maintenance. Summit will be here June 22nd to review all the fire extinguishers. Transponder certification will be held August 1st and a new later date will be chosen for Young Eagles.

8. FBO Report

Waite included the May report in the packet noting that fuel sales are picking back up. Waite currently has 7 planes under contract for repair and if the level continues he will be hiring another part time A&P. The repair station manual was sent to the FAA for review. So far two contractors have flown in for the Soo Locks job and another two are coming in next week. Large equipment now has a log book attached to it for daily, 50 hour, annual maintenance checks. Waite would like to coordinate with DPW to coordinate more intense annual maintenance and continue the regular maintenance with FBO staff. Waite gave an update on the partnership meeting with Bay Mills Community College with the hope of starting up an aviation maintenance program on site at Sanderson Field. With NMU's recent discontinuance of their maintenance program there is an opportunity to purchase equipment. Waite will be sending two staff to Lansing Community College to take their maintenance course. Waite explained the tie in of serving tribes and applying for federal funds. Laitinen recapped the meeting with the FAA, MDOT AERO, and Prein & Newhof and noted that this will be a 2-year process or even longer with Covid.

It was moved by Munsell, supported by Wolski to proceed with a letter of support from the AAB to enter negotiations with Bay Mills Community College on having an A&P Program at Sanderson Field. The motion carried unanimously.

9. Old Business

Laitinen reported that Freeman was still working on a draft of the airport rezoning and should have an update for the July AAB meeting. The MAPTC course has been moved to October and Brown, Laitinen, FBO staffer, and Munsell plan to attend. Prein & Newhof is putting together a proposal to update our SWPPP plan for review at the July meeting. Laitinen recapped the Brosemer ice issue and noted that the tenant on the South facing hangar no longer wishes to switch so we are at a standstill with this issue. Waite gave an update on the Snow & Ice Removal plan and that Wartella was selected to join the committee from Soo Pilots. Wartella provided additional handouts at the meeting for the items he would like to see added. Future meetings will be held after the September and October AAB meetings so folks can stay and provide feedback on the plan prior to Winter 2021. Laitinen suggested that EAA, AAB, staff, FBO, EDC, DPW, and hangar tenants be invited and will email the groups accordingly. Wartella mentioned a separate issue with

plowing noting that the cement pads for the clean out (4 of them) are being hit. Laitinen will have Prein & Newhof evaluate at their next on site visit.

10. New Business

Wolski reported that the 99s are willing to come up on September 12th and repaint the compass rose (last done in 2009). Brown picked up the paint. Waite offered to host lunch.

Annual hangar door maintenance was previously discussed.

FBO quarterly evaluation is occurring right after this meeting for anyone that wishes to stay after.

11. Status Reports

EDC, TIFA III, LDFA, ERA, Soo Locks Workgroup, UP Ambassadors, MAAE were included in the packet.

12. Other Matters

Laitinen recapped the tree removal and now tree replacement project and is working with Tyler from Engineering and Dan from Parks on removing the dead trees on Meridian. The bid should be ready to award at the July AAB meeting.

13. Informational Reports - none

14. Matters Presented by the Public--none

15. Next Meeting: July 9, 2020

16. Adjournment

It was moved by Brown, supported by Jones to adjourn the meeting at 8:51 am. The motion carried unanimously.