

AIRPORT ADVISORY BOARD
Thursday, October 8, 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 8:00 a.m.

2. Roll Call & Introductions

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

Members Absent: Terri Wolski

Also Present: Tracey Laitinen, EDC Operations Manager
David Waite, Great Circle Aviation - FBO
City Commission Liaison – Greg Collins

It was moved by Jones, supported by Smith to excuse absent board members from the meeting. The motion carried unanimously.

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

4. Approval of Minutes

It was moved by Brown, supported by Jones to approve the minutes of the September 10, 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. Personal Property Reimbursement comes in around November. Laitinen invited members to participate in next Tuesday's TIFA III and LDFA meetings noting that the reduction in tax revenues and MTT cases is resulting in additional liabilities. Some discussion was had regarding restructuring the LDFA geography and or extending the LDFA beyond 2024. The board was concerned about not having funds to match grants if we get the green light to proceed with the parallel taxiway reconstruction and extension.

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

6. Airport Manager Report

Brown reported that business was down considerably and that the crew was still working on closing out summer duties. Several tie downs were installed and they will wrap up the remainder in the spring. Brown noted that DPW did drop off the maintenance gravel to fill in the settling near the runway drains and that it needed to get out before winter so that the plow blades no longer hit them.

7. FBO Report

Waite reported traffic is at 60% of last September 2019. Maintenance is going well and he has hired another mechanic. Waite expects the Thursday education classes to be starting again soon. Continued closure of the Canadian border was discussed noting this is killing air traffic. The FAA will be up in the next 6 weeks to begin their inspection for our Part 145 certification.

Waite plans to bring a letter to the board to start discussions over the winter regarding his wish to continue the agreement. Discussion was had regarding the City's expectation that their contribution will decrease as Waite captures other revenues as well as length of desired contract. Munsell noted that we need to revisit our vision and see how we can offer flight instruction and plane rentals. Waite wrapped by explaining that he would like to increase his services at Sanderson, but that without a contract extension, he was tentative on seeking a line of credit.

After seeing the mess of cords in the main office Waite and Brown recommended that we have Roy look at adding additional outlets. Smith voiced his concerns on making use of surge protectors.

It was moved by Smith, supported by Brown, to get a quote from Roy Electric, our current vendor for the airport, regarding the lack of outlets in the office. The motion carried unanimously.

8. Old Business

Laitinen reported that Freeman is working on the airport rezoning and a draft will be ready for board review soon. Laitinen took samples for the SWPPP last quarter and Prein & Newhof submitted the NOI for the upcoming 5-year permit renewal. The final Snow & Ice Removal Plan will be after today's board meeting and the summary from the last meeting was included in the packet. Waite plans to have a meeting soon with BMCC. Trees have been planted and look great. Bay Mills submitted a letter of support but we are still waiting on the Sault Tribe letter for our NPIAS packet. The Buick is now decaled and once funds are known we will move forward in getting the Ford painted and decaled. Compass rose is complete and looks wonderful.

9. New Business

Brown and Laitinen participated in the MAAE online conference and submitted a summary for the packet. Munsell noted two items of interest; partnering with the county road

commission to save on crack sealing and that other airports only agree to plow within 3' of the door. Laitinen reported that the annual airport license was submitted to AERO. Changes to the 2021 MI Airport Directory were submitted for ANJ and MI8. The hangar tenant meeting was yesterday and the next one will be held in January 2021. Applied Pavement Technology was on site last month to re-evaluate the condition of our pavement. MDOT pays for this program in full. Once they finalize reports the website will be updated. We expect their reports to show continued worsening condition of our parallel taxiway. <https://mdotnetpublic.state.mi.us/apms/airport-details/airport-details.html> (change the City on left hand menu)

10. Status Reports

EDC minutes and the Soo Locks Workgroup summary were included in the packet.

11. Other Matters - none

12. Informational Reports

Collins reported on the latest topics at City Commission noting that they had to hire an appraiser as part of the MTT cases which affects TIFA III funding. City values vs. property owner values, if they win, will result in a loss of \$20,000. Safe Routes to School, a 7 year process, was awarded \$660k for sidewalks. The EUPISD proposed to purchase a historic home and expand their offices. This was tabled until November to gather more information on the rezoning and purchase. So far future budget cuts to departments were not discussed but it should be expected as revenue from the State continues to decrease as well as property values are declining.

13. Matters Presented by the Public--none

14. Next Meeting: December 10, 2020

15. Adjournment

It was moved by Smith, supported by Jones to adjourn the meeting at 8:46 am. The motion carried unanimously.