

**COUNTY OF MARQUETTE, MICHIGAN**  
**Sawyer International Airport**  
**Airport Advisory Committee**  
**Thursday January 11, 2018 4:00 P.M.**  
**Meeting Minutes**

**Members Present:** Ed Glasgow, Bob Muelle, John LaCourt, County Commissioner Adamini, County Commissioner Alholm, and Frank Rosado

**Members Absent:** Steve Rodgers

**Staff Present:** Duane DuRay, Airport Manager, 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 Schenden at 4:05 pm.

**2. Organizational Items:**

A. Appointment of Officers:

- i. Chairman: Nominations were called out and Member LaCourt nominated Member Rosado as the Chairman, no other nominations were given. Member Muelle seconded the nomination, AIF. The motion passing to nominate Member Rosado and the Chairman for another year.
- ii. Vice Chairman: Member Glasgow nominated Member La Court as the Vice Chairman; no other nominations were given. Member Muelle seconded the nomination, AIF. The motion passing to nominate Member LaCourt as the Vice Chairman for another year.
- iii. Secretary: Member LaCourt nominated Member Rodgers as the Secretary, no other nominations were given. Member Muelle seconded the nomination, AIF. The motion passing to nominate Member Rodgers as the Secretary for another year.

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

C. By Laws as relating to public comment: A motion was made by County Commissioner Alholm supported by Member Muelle to have County Commissioner Adamini to draft language on public comment for consideration at the next scheduled Airport Advisory meeting. Motion passed unanimously.

**3. Approval of the Agenda:**

Motion was made by County Commissioner Alholm supported by Member Muelle to approve the agenda with an amendment to Agenda Item 2C to be changed from Rules of Order to By Laws as relating to public comment. Motion passed unanimously.

**4. Public Comment:** None

**5. Approval of Minutes December 2017:**

Motion was made by, Member LaCourt, supported by Member Glasgow, to approve the minutes. Motion passed unanimously.

**6. Items of Discussion:**

- A. Landing Fees: Member Glasgow updated the Committee on how the local landing fees relate to surrounding airports. Local landing fees are comparable to airports within our region. Member Glasgow said he would work with Manager DuRay to look at minor landing fee increases with larger aircraft. Light discussion took place on a facility charge. Member Muelle asked to view a landing fee schedule. DuRay will forward a landing fee schedule to all of the members for review.
- B. Public Comment Allotted Time: Discussed under Item 2C

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

- A. Snow Dump Further Discussion – Manager DuRay hoped Member Rodgers was available at this meeting to discuss the snow dump with him. Discussion on possible cost sharing with Envoy safety department. DuRay presented the plan to the Committee to mitigate the snow dump risks to aircraft. Discussion took place.

**8. Late Additions:** None

**9. Public Comment:** None

**10. Staff and Committee Member Comment:** Chairman Rosado asked about the planned runway construction and if the information was put out to the stakeholders. DuRay has sent out the updated construction schedule for stakeholders.

County Commissioner Alholm asked for clarification on the three day runway closure. DuRay explained the planned process and the primary and secondary runway closure dates for runway construction.

Chairman Rosado asked about the next pre-construction meeting to insure the ATC has adequate time to submit Safety Risk Management document for the FAA. Discussion took place.

Chairman Rosado asked if it was known that Sawyer Airport appears to be on a training route for Oshkosh flight schools, Member Glasgow confirmed that information and indicated other flight schools utilize Sawyer due to the tower because the training pilots need operations with towered airports.

Director Schenden informed the Committee that the thermal barrier project is completed and Envoy also completed the LED lighting project and both projects turned out very well.

**11. Adjournment:** Committee Member LaCourt made a motion, supported by Committee Member Muelle to adjourn the meeting. Motion passed unanimously.

Adjourned At 4:55 pm

Respectfully submitted by Duane R. DuRay Airport Manager