**COUNTY OF MARQUETTE, MICHIGAN**

**Sawyer International Airport**

**Airport Advisory Committee**

**Thursday January 13th, 2022**

 **Minutes**

**Members Present:** Karen Alholm, Bob Muelle, Steve Rodgers, and Vito Carello

**Members Absent:** Christopher Sholander and Frank Rosado

**Staff Present:** Duane DuRay, Director of Operations, Megan Murray, Assistant Airport Manager

**Public Present:** None.

**Call to Order:** 4:13pm

1. **Appointment of Officers:** The following officers were selected and voted on as follows.
	1. Chairman: Frank Rosado
	2. Vice Chairman: Bob Muelle
	3. Secretary: Vito Carello
2. **Rules of Order:** The Roberts Rules of Order were agreed to be used for the committee and approved by all members.
3. **Meeting Schedule Approval:** The meeting schedule for calendar year 2022 was approved by all members. No changes were needed.
4. **Approval of the Agenda:** The agenda was moved for approval by Karen Alholm with support from Vito Carello. All members were in agreement.
5. **Approval of Minutes:** The minutes from December 9th, 2021 were moved for approval by Vito Carello with support from Steve Rodgers. All members were in agreement.
6. **Items of Discussion:**
	1. Member List: The current member list was approved at the last County board meeting and extensions to the positions were made. Walt Paegel is no longer on the committee as he is no longer with Boreal Aviation.
	2. Meeting Requirements: As of January 1, 2022 for all public meetings, including the Airport Advisory Committee meetings, to take place those creating the quorum must attend the meeting in person. Only those attending the meeting on-site can vote on items.
	3. Airport Advisory Restructure: Through advisement of Invest UP and the Sawyer Collaborative group, it is proposed that the Airport Advisory Committee is restructured to add five members to the group and by removing one advisory seat. The additional seats would be from a representative of NMU/Education, Hospitality/Tourism, Medical Manufacturing, Mining, and Mergers/Acquisitions. After a discussion within the committee, it was decided that Duane with Sawyer will bring back more information on the added members.
	4. MCFC Additional Hangar Rent Reduction: The Marquette County Flying Club has requested to increase their rent reductions from $100 to $125. They recently added an additional hangar, making the total now 5. After discussion, the committee agreed to move the request to approval to the County Board on the condition that this should be the last reduction made for the flying club and they will all be renewed on an annual basis.
7. **Informational Items & Project Updates:**
	1. Hangar 665 Expansion Progress: The project is moving along smoothly and should be done in the next coming weeks.
	2. CARES Act Development Consultant Selected: At the last County Board meeting, Mead and Hunt were approved as the selected consultant for the up and coming CARES Act Development projects.
	3. New Tenant in Hangar 402: Kubick Aviation started their lease of hangar 402 as of 1-1-2022. They will provide aviation maintenance services.
8. **Late Additions:** Karen Alholm shared that members have supposed to be getting and will continue to receive per diem for their time.
9. **Public Comment:** None.
10. **Staff and Committee Member Comment:**
	1. Steve Rodgers shared that they will begin 175 heavy checks at their facility regularly.
11. **Adjournment:** 5:32pm; Karen Alholm made the motion to adjourn the meeting and Vito Carello supported. All members were in favor.