

COUNTY OF MARQUETTE, MICHIGAN

Marquette Sawyer Regional Airport Airport Advisory Committee Thursday, January 11, 2024

Minutes

Members Present: Karen Alholm, Brianna Bauer, Christopher Sholander, Michael Roe
Staff Present: Duane DuRay, Airport Manager; Bradley Wheeler, Assistant Airport Manager
Public Present: Greg Durand, Kyle Gawry

Call to Order: 4:02 p.m.

1. Organizational Items:

- A. Welcome New Appointees: Airport Manager Duane DuRay welcomed Michael Roe as the new airline representative
- B. Appointment of Officers – Chairperson, Vice Chairperson, Secretary:
 - a) Chairperson: Bob Muelle received the nomination. Motion to appoint as Chairperson of the Committee by Karen Alholm, with support by Brianna Bauer. All members were in agreement.
 - b) Vice Chairperson: Karen Alholm received the nomination. Motion to appoint as Vice Chairperson of the Committee by Christopher Sholander, with support by Brianna Bauer. All members were in agreement.
 - c) Secretary: Scott Bolster received the nomination. Motion to appoint as Secretary of the Committee by Karen Alholm, with support by Christopher Sholander. All members were in agreement.
- C. Establish Meeting Dates and Times: Motion to adopt the proposed dates and keep the 4:00 p.m. meeting time by Christopher Sholander, support by Brianna Bauer. All members in agreement.
- D. Rules of Order: Motion to adopt Roberts Rules of Order, when applicable, as Committee’s operational rules of order made by Christopher Sholander, with support by Michael Roe. All members in agreement.

2. **Approval of the Agenda:** The agenda was moved for approval by Christopher Sholander with support from Brianna Bauer. All members were in agreement.

3. Public Comment:

- A. None

4. **Approval of Minutes:** The minutes from October were moved for approval by Karen Alholm with support from Christopher Sholander. All members were in agreement.

5. Items of Discussion:

- A. New Bylaws Approved: The newly amended Airport Advisory Committee Bylaws are approved and active as of December 19, 2023.

6. Informational Items & Project Updates:

- A. Hangar 664: Engineers and staff are working together to complete the final items that experienced delays. Additionally, the new server for the airport access control and monitoring system is anticipated to be installed in the coming weeks. Expected project completion in summer 2024.
- B. Building 608: This building functions as a support facility for the Envoy MRO. Through the use of a CARES Act grant, this building received new siding (completed as of 12/14/2023), windows, doors, among other upgrades. The project remains on schedule to be completed in March 2024.
- C. Argonics Roof Drain Project: Recurring issue with roof drain system causing floor drains to overflow and flood the facility. This is a CARES Act project with United Contractors completing the work. The project is on schedule to be completed during in Spring 2024.
- D. Building Demolition Project: MRD is working diligently to keep this project on schedule. Abatement is underway and demolition inspections are taking place. MRD is hoping to begin building tear down in January. Steam vault removal is underway. MRD discovered additional abatement requirements in some structures which will likely incur additional costs. Karen Alholm inquired about contingency funds to cover

the overages, but these will likely be absorbed quickly given the additional items found. Brianna Bauer asked about the final appearance of the demolished building spaces. These spaces will be leveled off and hydro-seeded.

- E. Terminal Reconfiguration Project: Since concept project design and budget approval from the County Board on December 5, 2023, staff met with TSA and county consultants to work-up a final design plan and project budget. The plan is to begin the project in Spring 2024 with an estimated six-week construction timeline. Final completion estimated in May 2024 this will allow the airport to better handle the summer tourist season.
- F. Air Traffic Control Tower Radios: Position #2 failed over the Thanksgiving weekend. The equipment is likely not repairable and will need a replacement system installed. Staff has worked with other county departments, engineering contractors, and outside companies to troubleshoot the issues, and begin the process for building a request for proposals including system specifications. The Airport is open to all phasing options to bring Position #2 back into operation. Since the failure of Position #2, Position #1 is experiencing an uptick in transmission issues, which is adding to the pressure needed to correct the problem. It is likely that the tower may pause operations if both positions fail, leaving only the backup radios operational. The airport has met with consultants including Mead & Hunt on this and is working to schedule a site visit to begin building a bid specification for radio replacement and equipment upgrades.
- G. Air Traffic Control Tower Elevator: There is a new application window in late 2024 which the airport will pursue. The elevator and radios would be included in this application along with other items such as emergency egress systems, HVAC systems, and new windows with shades. Staff is working with other departments and consultants to ensure the application process for this round of competitive grant funding is successful.
- H. Snow Discussion: Assistant Airport Manager Bradley Wheeler inquired about snow removal questions, comments, or concerns thus far in the winter season. Brianna Bauer mentioned a few concerns related to snow removal priority of the T-hangars. She asked that we evaluate this moving forward.
- I. Selfridge ANGB Refueling Wing Relocation – Received Final Approval: Selfridge ANGB informed the airport that they received approval to relocate 4-5 aircraft here this summer. Follow-up planning meetings will be scheduled to make sure the operation runs smoothly. The community should see a positive economic impact during this period.

7. Late Addition:

- A. Committee Vacancy Discussion: Christopher Sholander asked about the plan for filling the committee vacancies. A discussion on how the vacancies were created and the intention behind who would fill those roles ensued. Members requested that staff examine options to better advertise the vacancies to the community.

8. Public Comment:

- A. Greg Durand spoke on his frustration with not being able to serve in the mining representative role after repeated applications. He also expressed concern for how the committee is seeking input from those outside the aviation community and whether that is serving us well on a long-term basis. He understands the need to grow business at the airport, but feels new hangar construction is an important item in that development that is being overlooked. He inquired about the ability to include access to the NMU shop as part of the terminal reconfiguration project. He was curious about the timeline for the US Forest Service. Airport Manager Duane DuRay addressed most of the concerns brought forward by Mr. Durand.

9. Staff and Committee Member Comment:

- A. None

- 10. Adjournment:** Motion by Christopher Sholander with support by Brianna Bauer. All members were in agreement. Meeting adjourned at 5:01 p.m.