



3300 Airport Road
Escanaba, MI 49829
Administration: (906)786-4902;

Brian Herioux, Chair Airt. Brd. Dee Dee Anderson Skradski, V-Chair Airt. Brd. Will Carne, Airt. Brd.
Matthew Jensen, Cty Brd Rep Kelli van Ginhoven, Cty Brd Rep Brad Reed, Airt. Brd. Steven Viau, Airt. Brd

**DELTA COUNTY AIRPORT ADVISORY BOARD
MAY 12, 2025, 8:30 a.m.
REGULAR MINUTES**

- I. CALL TO ORDER:** A regular meeting of the Delta County Airport Advisory Board is being held this date pursuant to the Delta County Airport Advisory Board Schedule for 2025 at 8:30 a.m. Please rise for the Pledge of Allegiance.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Brian Herioux, Chair; DeeDee Anderson-Skradski, Vice; Commissioner Jensen; Commissioner Van Ginhoven; Will Carne; Brad Reed; Steven Viau; and Ashleigh Young, County Administrator. Chair

ABSENT: None

MEMBERS OF THE PUBLIC PRESENT (INCLUDING ANY OFFICIALS EXTERIOR TO THE AIRPORT BOARD OR AIRPORT MANAGEMENT):

Dennis Hopkins
Noah Ketchum

IV. SPECIAL ORDERS OF BUSINESS

- V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:** None.

APPROVAL OF AGENDA: 5/12/2025. Motion to approve agenda as amended by Mr. Reed, supported by Vice Chair Anderson-Skradski. MOTION CARRIED.

- VI. PUBLIC COMMENT (ON AGENDA ITEMS ONLY):** None.

VII. AIRPORT TENANT ISSUES:

Commissioner van Ginhoven - She received a complaint from Dr. Raveesh in regard to current tenants using their hangars for nonaeronautical purposes.

Dennis Hopkins – There are at least 3 tenants that are using their hangars for nonaeronautical purposes. One is Mike Groleau.

VIII. REPORTS

- A. Management Report:** Administrator Young gave a brief overview of personnel matters, equipment updates and finance. *PERSONNEL:* Airport Ops Specialists recurrent live burn training and 40 hour ARFF training for new personnel. ESC will be hosting the USDA Wildlife training in August. *EQUIPMENT:* Regional Boarding Ramp update on repairs. VOR RWY 01 cancellation does not mean decommission of the VOR. Working on gaining access to FCC platform to renew our license. The terminal doors have been repaired and our operational. *FINANCE:* Review lease agreement with Roland and notice the agreement states the lease amount should be increased every 5 years and they are to receive a discount of \$1,500 per employee up to 5 employees (Base Employee: 22). Administration is implementing the CPI based rent increase and removing the employee discount since they only have 17 employees. Jet Fuels sales have significantly decreased due to less fuel purchases from Ameriflight and CSA.
- B. Financial Report:** Administrator Young presented the finance report.
- C. PFC Account/Project Update:** None. Services contract with Mead & Hunt is on the agenda for the PFC account.
- D. Commercial Air Service:** April 2025 MTD: 1158 (+71 from April 2024); YTD 2025: 4,904 (+897 from YTD 2024)
- E. Airport Capital Improvement Plan (ACIP):** See grant applications in New Business.

IX. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS:

- 1. FAA – Procedure Cancellation Notification –** Administrator Young provide the information in her Manager's Report no action taken.

B. UNFINISHED BUSINESS:

- 1. Mead & Hunt – General Services Contract Amendment –** No action taken.
- 2. Mead & Hunt – Passenger Facility Charge Service Agreement –** Motioned by Mr. Viau to recommend the PFC Agreement with Mead & Hunt as presented. Supported by Commissioner van Ginhoven. Mrs. Anderson-Skradski asked if these costs could be reimbursed through PFC and if Mead & Hunt provided a timeline. Administrator Young will have further discussion with Mead & Hunt.

Roll Call:

Mr. Herioux	No
Mrs. Anderson-Skradski	No
Mr. Reed	Aye
Mr. Carne	Aye
Mr. Viau	Aye
Commissioner van Ginhoven	Aye
Commissioner Jensen	Aye

MOTION CARRIED. Ayes: 5 Nos: 2

3. **Mead & Hunt – Airfield Pavement Marking Amendment** – Motioned by Mr. Herioux to recommend the amendment to the Board of Commissioners. Supported by Mr. Carne. MOTION CARRIED.
4. **Mead & Hunt – Terminal Apron Reconstruction, Airfield NVAIDS, Perimeter Fence Improvements** – Motioned by Mr. Herioux to recommend the amendment to the Board of Commissioners. Supported by Mr. Carne. MOTION CARRIED.
5. **AIP Grant Applications – Total Project \$783,934 County Cost: \$19,598.35**
 - a. Equipment: SRE Carrier Vehicle (Loader) and Snow Blower
 - b. Pavement Marking RWY 1/19 and RWY 10/28
 - c. Pavement Marking TWY A, B, C
 - d. Pavement Marking Aprons (Commercial and General Aviation)
6. **BIL Grant Applications – Total Project \$2,741,060 County Coat - \$68,526.50**
 - a. Reconstruction Runway Visual Guidance System – RY 1/19 PAPIs – Construct Ph. 2/2
 - b. Reconstruction Runway Visual Guidance System – RY 1/19 REILs – Construct Ph. 2/2
 - c. Install Perimeter Fencing – Wildlife – Construct Ph 2/2
 - d. Commercial Apron Reconstruction – Construct Ph 2/2

X. GENERAL PUBLIC COMMENT (OTHER THAN AGENDA):

Noah Ketchum, Flight Club Tenant– Had an altercation with Airport Operations in regard to driving his vehicle on the apron to pick up his instructor in the General Aviation Lounge. The CRJ was parked on the apron for maintenance and he drove between the aircraft and the commercial apron. He stated he took the Non-Movement Area required testing with Mr. Ranstadler and has permission to travel on Apron. He included that Flight School is an official Airport Operation and is allowed to conduct their business.

XI. **AIRPORT BOARD MEMBERS' COMMENTS:**

Mr. Herioux – Mr. Ketchum, we will look into this.

Mrs. Anderson-Skradski – Mr. Ketchum, thank you for bringing this to our attention. We will look into this.

Mr. Reed – Asked about labor and materials for the static display and a letter to the Delta County Trades and Labor.

XII. **ADJOURNMENT:** Motion to adjourn at **9:51 a.m.** made by Commissioner van Ginhoven, seconded by Mr. Viau.

Next Board Meeting June 9, 2025 @ 8:30 a.m.

RESPECTFULLY SUBMITTED BY:

Ashleigh Young
County Administrator

Brian Herioux
Airport Board Chair