



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

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

**DELTA COUNTY AIRPORT ADVISORY BOARD
JANUARY 13, 2025, 8:30 a.m.
REGULAR MINUTES**

I. CALL TO ORDER: A regular meeting of the Delta County Airport Advisory Board was 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 Chair; Commissioner Jensen; Commissioner Van Ginhoven; Will Carne; Brad Reed; and Robert Ranstadler, Airport Manager.

ABSENT:

MEMBERS OF THE PUBLIC PRESENT (INCLUDING ANY OFFICIALS EXTERIOR TO THE AIRPORT BOARD OR AIRPORT MANAGEMENT): David Melrose, Escanaba; Roxanne Miller, Escanaba; Dennis Hopkins, private pilot and tenant at large; and Lily Simmons, WZMQ-19 News

IV. SPECIAL ORDERS OF BUSINESS

1. Election of Chair

Mrs. Anderson-Skradski nominated Mr. Herioux for Chair. Commissioner Van Ginhoven nominated Mr. Reed for Chair. Role call vote for election of Mr. Herioux for Chair:

- B. Herioux: Yea
- D. Anderson-Skradski: Yea
- W. Carne: Yea
- M. Jensen: Yea
- K. van Ginhoven: Nay
- B. Reed: Yea

Mr. Herioux elected at Chair of the Delta County AAB for 2025.

2. Election of Vice Chair

Mr. Carne nominated Mrs. Anderson-Skradski for Vice Chair. No other nominations made. Mrs. Anderson-Skradski elected as Vice Chair of AAB for 2025.

V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS: 12/9/2024. Motion to approve minutes from previous meetings by Mr. Reed, supported by Vice Chair Anderson-Skradski. MOTION CARRIED.

APPROVAL OF AGENDA: 1/13/2024. Motion to approve agenda by Mr. Reed, supported by Commissioner Jensen. MOTION CARRIED.

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

VII. AIRPORT TENANT ISSUES: None

VIII. REPORTS

A. **Management Report:** Attached

B. **Annual Financial Report:** Due September 2025

C. **PFC Account/Project Update:** See Management Report (attached)

D. **Commercial Air Service:** December 2024 MTD: 1,611 (+442 from December 2023); YTD 2024: 16,748 (+1,517 from YTD 2023)

E. **Airport Capital Improvement Plan (ACIP):** Attached

IX. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

1. Overdue Airport Administration Personnel Reviews

B. NEW BUSINESS

1. **Mead & Hunt Draft FY25 Acquire SRE Design Contract**

2. **Mead & Hunt Draft FY25 Airfield Marking Design Contract**

Chair Herioux motioned to forward design contracts, identified in Agenda Item 1 and Agenda Item 2, for CBOC for approval and signature. Supported by Commissioner Van Ginhoven. Motion CARRIED.

3. **Mead & Hunt Main Terminal Holdroom Expansion Survey**

Commissioner Van Ginhoven motioned that the Airport purchase annual full access to the Survey Monkey application, in order to gain access to all data collected during the recent survey, not to exceed a cost of \$500. Supported by Commissioner Jensen. Motion CARRIED.

4. **Airport Board By-Law Subcommittee Initial Review Report**

Mr. Reed motioned that no changes were needed to the AAB By-Laws. Seconded by Vice Chair Anderson-Skradski. Chair Herioux opened the motion to

discussion. After discussion, Mr. Reed amended his motion to instead propose that AAB By-Laws be revised to (1) align formatting of AAB agenda with current practices and (2) that by-laws specifically state two members of the seven-member body are sitting members of the CBOC. Seconded by Vice Chair Anderson-Skradski. Motion CARRIED.

[Commissioner Van Ginhoven stepped away from the meeting at 9:33 a.m. and returned at 9:35 a.m.]

5. Airbus A320 (Allegiant Air/Honor Flight) Passenger Ramp

6. FAA Part 139 AEP Water Rescue Plan Compliance Letter

7. FAA Part 139 Supervisor Continuity Advisory, Office of Airports, Great Lakes Region

[Commissioner Jensen stepped away from the meeting at 9:42 a.m. and returned to the meeting at 9:45 a.m.]

8. Airport Manager Continuity and Guidance Letter

X. GENERAL PUBLIC COMMENT (OTHER THAN AGENDA):

Mr. Dennis Hopkins stated that the AAB gave “the ultimate departure slap in the face” to former Assistant Manager Morrison and current Airport Manager Ranstadler by having failed to complete the overdue personnel reviews on time. Mr. Hopkins additionally disagreed with the AAB’s assessment of the current by-laws, which were left mostly unchanged. He described that as “business as per usual” and accused the AAB of not wanting to accept responsibility for affairs at the Airport. Mr. Hopkins additionally suggested that the AAB permanently add a member of the public to the Board because the public has a right to make decisions about the Airport. He concluded his comments by stating that he hoped that the new management team would last longer than previous management staff and not “fold” due to a lack of support from the AAB.

Mr. David Melrose introduced himself to the AAB, provided some information about his professional background, and shared with the AAB that he recently applied to the Airport Manager job announcement.

XI. AIRPORT BOARD MEMBERS’ COMMENTS

Vice Chair Anderson-Skradski said she looked forward to reviewing Mr. Melrose’s resume. She also proposed to send a thank you note to former Assistant Manager Robyn Morrison. She thanked the current Airport Manager for his service, mentioned that he was very organized, and apologized for him feeling that he lacked support during his time as manager. She concluded by stating better communication would help things and wished the current Airport Manger luck with his future plans.

Mr. Carne thanked Airport Manger Ranstadler for his time spent in the position and said that he did a great job getting things back on track. He agreed to send former Assistant Manager Morrison a thank you note.

Chair Herioux asked if the Vice Chair would like to make a motion to send the thank you note to the former Assistant Manager.

Vice Chair Anderson-Skradski motioned to send a thank you note to former Assistant Airport Manager Robyn Morrison for her time serving the Airport. Seconded by Commissioner Jensen. Motion CARRIED.

Chair Herioux said he would draft the thank you letter and send it to Airport Manager Ranstadler or Administrator Young for forwarding to Robyn Morrison.

Commissioner Jensen thanked the Airport Manger for his service and offered to help him with the Water Rescue Plan.

Chair Herioux thanked the Airport Manger for his service and wished him luck.

- XII. ADJOURNMENT:** Motion to adjourn at **9:53 a.m.** made by Chair Herioux, seconded by Commissioner Van Ginhoven.

Next Board Meeting February 10, 2025 @ 8:30 a.m.

RESPECTFULLY SUBMITTED BY:

Robert C. Ranstadler
Airport Manager

Brian Herioux
Airport Board Chair