



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. Steven Viau, Airpt. Brd

**DELTA COUNTY AIRPORT ADVISORY BOARD
APRIL 14, 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, Commissioner Jensen; Commissioner Van Ginhoven; Will Carne; Brad Reed; Steven Viau; and Ashleigh Young, County Administrator. Chair

DeeDee Anderson-Skradski, Vice Chair *remote*

ABSENT: None

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

Bob Brecklaw
Dennis Hopkins

IV. SPECIAL ORDERS OF BUSINESS

XIII. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS: 3/10/2025. Motion to approve minutes from previous meetings by Mr. Carne, supported by Commissioner Jensen. MOTION CARRIED.

APPROVAL OF AGENDA: 4/14/2025. Motion to approve agenda as amended by Mr. Reed, supported by Vice Chair Anderson-Skradski. Move Closed session to after Public Comment and add New Business #3 Meeting Dates. MOTION CARRIED.

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

VI. AIRPORT TENANT ISSUES: None.

VII. REPORTS

- A. Management Report:** *Administrator Young gave a brief overview of personnel matters, equipment updates and finance. PERSONNEL: Interview was conducted for the vacant Airport Ops Specialist position with a second interview to follow. Both candidates for the Airport Manager position have withdrew. Board of Commissioners have authorized for the airport to engage with ADK for interim Manager. Several Part 139 Operations and ARFF training were administered to our personnel. EQUIPMENT: Refueler Trucks are maintaining a nozzle pressure between 35-50 psi per Sky West's requirement. The Regional Boarding Ramp is out of service, Airport Ops are working on repairs. The equipment needed to for the repair needs to be ordered through several suppliers. Terminal Doors are down and County maintenance are obtained a quote of approx. \$4,000. The credit card machine experienced some issues but was resolved with assistance from IT. FINANCE: Consistent billings for SkyWest and Unifi fuel, CSA fuel and hangar, and other credit card purchases. The hangar rent has been quite challenging to reconcile, we are working through it.*
- B. Financial Report:** Administrator Young presented the finance report.
- C. PFC Account/Project Update:** Commissioner van Ginhoven and I discussed the status of the PFC Account with the FAA with Senator Slotkin's Regional Manager, Jay Gage. Administrator Young contact Paul Lo, FAA Great lakes Regional Management and Financial Analysisist, to verify the PFC Account audit status. Mr. Lo clarifies that the FAA is awaiting Delta County to identify discrepancies between the PFC Audit Reports and the FAA's Financial Reporting Platform, SOAR.
- D. Commercial Air Service:** March 2025 MTD: 1310 (+142 from March 2024); YTD 2025: 3,746 (+826 from YTD 2024)
- E. Airport Capital Improvement Plan (ACIP):** None.

VIII. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS:

1. Airport Board By-Law- Motioned by Commissioner van Ginhoven and supported by Commissioner Jensen to recommend the updated MOU to the Board of Commissioners.

Roll Call:

Mr. Herioux: Aye

Mrs. Anderson-Skradski: Aye

Mr. Reed: Aye
Mr. Carne: Aye
Mr. Viau: Aye
Commissioner van Ginhoven: Aye
Commissioner Jensen: Aye

The motion to approve the recommendation of the update MOU to the Board of Commissioners passed with 7 ayes and 0 nos.

B. UNFINISHED BUSINESS:

- 1. Closed Session – Municipal Attorney Opinion – OMA Section 8(h)**
Motioned by Commissioner van Ginhoven to go into closed session and supported by Commissioner Jensen.

Roll Call:

Mr. Herioux	Aye
Mrs. Anderson-Skradski	Aye
Mr. Reed	Aye
Mr. Carne	Aye
Mr. Viau	Aye
Commissioner van Ginhoven	Aye
Commissioner Jensen	Aye

MOTION CARRIED.

Reconvened into regular session at 9:48 a.m.

No decisions were made during closed session.

- 2. FAA – Procedure Cancellation Notification** – Administrator Young presented the notification she received from the FAA to cancel the RWY 01 VOR. It was requested to find out if the cancellation means to decommission of the VOR. It is the only VOR the airport has.
- 3. Meeting Dates** – No action taken.

IX. **GENERAL PUBLIC COMMENT (OTHER THAN AGENDA):** None.

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

Mrs. Anderson-Skradski – Santa Fly-In update.

Mr. Reed – Thank you. Would like to know the requirements for the display's paint.

- XI. **ADJOURNMENT:** Motion to adjourn at **10:10 a.m.** made by Commissioner Jensen, seconded by Mr. Carne.

Next Board Meeting May 12, 2025 @ 8:30 a.m.

RESPECTFULLY SUBMITTED BY:

Ashleigh Young
County Administrator

Brian Herioux
Airport Board Chair