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Brian Herioux, Chair Airpt. Brd. Dee Dee Anderson, 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
August 11, 2025, 8:30 a.m.
REGULAR MEETING 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, Vice-Chair; Commissioner Van Ginhoven; Will Carne; Brad Reed; and Ashleigh Young, Airport Manager, Emily DeSalvo, County Administrator

ABSENT: Commissioner Jensen and Steven Viau

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

Travis Brayak, Larry Clinard. John Bruno,

- IV. SPECIAL ORDERS OF BUSINESS**
- V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:** None.

APPROVAL OF AGENDA: 8/11/2025. Motion to amend agenda to address VIII. Reports D. Commercial Air Service first under VIII. Reports by Vice Chair Dee Dee Anderson, supported by Commissioner van Ginhoven. MOTION CARRIED.

VI. PUBLIC COMMENT (ON AGENDA ITEMS ONLY):

Travis Brayak – Concerned in regard to being able to rebook with a flight to Iron Mountain or Marquette with ease through Denver Air. Also, will transfer between terminals be required in Detroit since Denver Air is currently not flying into Detroit?

Larry Clinard – Concerned with a charter airline replacing a major airline. Does the board know the difference between Interline and Codeshare agreements?

What level of experience does that Board have to make these types of decisions?

John Bruno – Late to provide comment on the recommendation since the Board of Commissioners already approved the recommendation. Review of the TV6's Facebook post in regard to the recommendation about 30 people have commented with the same concerns he has. Why change the current flight schedule? What is the reason to spend more tax dollars on something that already is working? We he be able to rebook flights to Iron Mountain or Marquette if necessary?

VII. AIRPORT TENANT ISSUES:

Josh King – Waiting List (Citation 550 II) – Manager Young presented that Josh King needs a hangar for his Citation 550 II. He has been added to the waiting list. There is an issue with accommodating such a large aircraft, since only have 3 hangars on site that can house it; the Community Hangar, FedEx Hangar and Van Rooy Hangar. The jet is currently being house in the community hangar.

VIII. REPORTS

A. Management Report: *Airport Manager Young provided an update on personnel and equipment.*

B. Financial Report: Administrator Young presented the finance report.

C. PFC Account/Project Update: None.

D. Commercial Air Service: July 2025 MTD: 1,804 (+71 from July 2024); YTD 2025: 9,319 (+1,039 from YTD 2024). Addressed public comment and public correspondence concerns in regard to the essential air services contract.

E. Airport Capital Improvement Plan (ACIP): Manager Young presented that all follow up information from the FAA has been submitted to the FAA through assistance with Mead & Hunt.

IX. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS:

1. FAA Compliance Letter – Manager Young provided an update of closed, pending and open corrective actions.

Closed: 5. 139.311(d) – Operations Marking Signs, and Lighting

Pending: 1. 139.321 (b) – Operations: Handling and storing of hazardous substances and materials; except for directional markings for self-service station, waiting for markings.

2. 139.321(d) – Operations: Handling and storing of hazardous substances and materials.
3. 139.201(a) Airport Certification Manual: General requirements
- Open:** 4. 139.311(d) Operations: Marking, signs and lighting
6. 139.311(f) Operations: Marking signs and lighting

B. NEW BUSINESS:

1. **Mead & Hunt – Airport 101 Sessions August 18th & 19th** – No action, discussion only.
2. **Survey Monkey Results and New Survey** – No action, discussion only.
3. **FAA Memorandum of Agreement Renewal** – No action, discussion only. Return as unfinished business.
4. **2025 Airport PFAS Grant Proposal**
 - a. **PFAS Equipment** No action, discussion only. New to grant this year is the ability to clean out ARFF truck and purchase new turnout gear. Airport will be responsible for the purchase of F3, approx. \$45,000.
5. **Federal Express Lease Agreement Renewal** – Informed the board that Federal express does want to renew their agreement for another 2 5-year terms. This will need to be reviewed along with Josh King's request for Hangar space.
6. **Boiler System Repair** – Motion to recommend the fund balance use of \$4,043.90 for boiler system repair by Chair Brian Herioux. Supported by Vice Chair Dee Dee Anderson. MOTION CARRIED.
7. **Dr. Jones Proposal** – Submitted by Will Carne. Called Dr. Jones to pitch his proposal directly to the Board. Dr. Jones will be attending the Airport 101 Sessions on Monday. No action, discussion only.

Commissioner van Ginhoven left at 10:20 a.m.

X. GENERAL PUBLIC COMMENT (OTHER THAN AGENDA): None.

XI. AIRPORT BOARD MEMBERS' COMMENTS: None.

XII. ADJOURNMENT: Motion to adjourn at **11:11 a.m.** made by Vice Chair Dee Dee Anderson, seconded by Steven Viau. MOTION CARRIED.

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

RESPECTFULLY SUBMITTED BY:

Ashleigh Young
Airport Manager

Brian Herioux
Airport Board Chair