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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
OCTOBER 3, 2025, 8:30 a.m.
SPECIAL MEETING MINUTES**

- I. **CALL TO ORDER:** A special meeting of the Delta County Airport Advisory Board was held this date pursuant to the Delta County Airport Advisory Board Schedule for 2025 at **8:36 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; Steve Viau, Ashleigh Young, Airport Manager, and Gina Hosking Assistant Airport Manager.

ABSENT: DeeDee Anderson-Skradski, Vice Chair

MEMBERS OF THE PUBLIC PRESENT (INCLUDING ANY OFFICIALS EXTERIOR TO THE AIRPORT BOARD OR AIRPORT MANAGEMENT): None

IV. **SPECIAL ORDERS OF BUSINESS**

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

APPROVAL OF AGENDA: 10/3/2025. Motion to approve agenda by Commissioner Jensen, supported by Will Carne. MOTION CARRIED.

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

VII. **AIRPORT TENANT ISSUES:** None

VIII. **REPORTS-**None

IX. **GENERAL ORDERS OF BUSINESS**

A. **UNFINISHED BUSINESS-** None

B. **NEW BUSINESS**

9. **RFQ-** Professional Engineering Services Bid Review & Recommendations
Bids were due by October 1, 2025 by 2:00p.m. One bid was received and opened at 2:00pm in the Airport Administration Conference room by Airport Manager, Ashleigh Young and AAM Gina Hosking. The bid was made available on our Next Cloud file sharing site for the Airport Advisory Board to review. We were also sent 3 physical copies as well from Mead and Hunt. The purpose of

this meeting is to go over the evaluation criteria set in place for RFQ bids, have discussion, and present our findings to the Board of Commissioners for the October 7th County Board meeting.

Discussion:

- 1- Ashleigh Young, Airport Manager feels that Mead and Hunt has met our requests in all areas and criteria.
- 2- Steve Viau states that he trusts management on this.
- 3- Marquette-Sawyer Regional Airport gave a great review of Mead & Hunt and said they are hands on and very thorough.
- 4- Corporate background and history indicated they are very knowledgeable in the airport field.
- 5- Subcontractor, Dynamic Design also has a great reputation for the quality of their architectural and facilities planning capabilities. They have already worked with Delta County Airport in the past with the design and construction of a hangar and the incubator building.

APPROVAL OF RFQ from Mead & Hunt: 10/3/2025. Motion to approve RFQ, made by Will Carne, supported by Steve Viau.

ROLL CALL:

Brian Herioux, Chair- YES
Commissioner Jensen- YES
Commissioner Van Ginhoven- YES
Will Carne- YES
Brad Reed- YES
Steve Viau- YES

MOTION CARRIED.

- X. **ADJOURNMENT:** Motion to adjourn at **8:59 a.m.** made by Van Ginhoven, seconded by Commissioner Jensen.

Next Board Meeting October 13, 2025 @ 8:30 a.m.

RESPECTFULLY SUBMITTED BY:

Ashleigh Young
Airport Manager

Brian Herioux
Airport Board Chair