3300 Airport Road
Escanaba, MI 49829
Administration: (906)786-4902;
https://flyesc.com

DELTA COUNTY AIRPORT ADVISORY BOARD
SEPTEMBER 08, 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; Commissioner Jensen; Will Carne; Brad Reed; Steven Viau; and Ashleigh Young, Airport Manager, Emily DeSalvo, County Administrator

ABSENT: None

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

None

IV. **APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:** Motion to approve minutes from 7/14/2025 meeting by Vice-Chair Anderson, supported by Will Carne. MOTION CARRIED.
Motion to approve minutes from 8/11/2025 meeting by Vice-Chair Anderson, supported by Will Carne. MOTION CARRIED.

APPROVAL OF AGENDA: 09/08/2025. Motion to approve agenda by Vice-Chair Anderson, supported by Commissioner Jensen. MOTION CARRIED.

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

VI. **AIRPORT TENANT ISSUES:** None

VII. **REPORTS**

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

B. Financial Report: *Manager Young presented the finance report and FY2026 Proposed Budget Report.*

***C.* PFC Account/Project Update:** *Manager Young presented an update of the PFC Account contract with Mead & Head. They have formulated a plan to answer the questions received by the FAA*.

D. Commercial Air Service: August 2025 MTD: 1,762 (-44 from July 2024); YTD 2025: 11,081 (+995 from YTD 2024).

E. Airport Capital Improvement Plan (ACIP): *See agenda items below.*

VIII. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS:

1. **FAA Compliance Letter –** Update on compliance letter given by Manager Young. No action taken. Return as unfinished business.
2. **FAA Memorandum of Agreement Renewal –** No action, discussion only. Return as unfinished business.

Brad Reed left 9:58 a.m.

B. NEW BUSINESS:

1. **Capital Improvement Projects Planning –** Manager Young presented the FY26-FY28 CIP Plan. Highlighting the request for the County (Airport) to front $425,000 for projects which $300,000 will be reimbursed at a rate of 97.5% from grant sources upon completion of projects. The remaining $125,000 may be reimbursed at a rate of 97.5% dependent upon the eligibility requirements per FAA. Motioned by Steven Viau to recommend plan to the Board of Commissioners. Supported by Will Carne.

ROLL CALL:

Viau	YEA
Carne	YEA
Anderson	YEA
Herioux	YEA
Reed	excused
Jensen	YEA
Van Ginhoven	YEA

MOTION CARRIED.

Motioned by Commissioner Jensen to support the pursuing the Terminal Study for $125,000. Supported by Commissioner van Ginhoven.

ROLL CALL:

Viau	YEA
Carne	YEA
Anderson	YEA
Herioux	YEA
Reed	excused
Jensen	YEA
Van Ginhoven	YEA

MOTION CARRIED.

2. **RFQ – Professional Engineering Services –** Manager Young presented the request for qualifications for the snow removal equipment building expansion. Motioned by Commissioner Jensen to recommend the RFQ – Professional Engineering Services to the Board of Commissioners, as presented. Supported by Vice-Chair Anderson.

ROLL CALL:

Viau	YEA
Carne	YEA
Anderson	YEA
Herioux	YEA
Reed	excused
Jensen	YEA
Van Ginhoven	YEA

MOTION CARRIED.

Brad Reed returned 9:28 a.m.

3. **Airport Infrastructure Grant 3-26-0031-054-2025**
    a. Commercial Apron Reconstruction Construct (Ph2/2)
    b. Reconstruct Runway Visual Guidance System – RW 1/19 PAPIs – Construct Ph. 2/2
    c. Reconstruct Runway Visual Guidance system – RW 1/19 REILs – Construct Ph. 2/2
    d. Install Wildlife Perimeter Fencing (2000 LF) – Construct Ph. 2/2

    Motioned by Steve Viau to recommend ratification of grant, as presented. Supported by Vice-Chair Anderson.

ROLL CALL:

Viau	YEA
Carne	YEA
Anderson	YEA
Herioux	YEA
Reed	YEA
Jensen	YEA
Van Ginhoven	YEA

MOTION CARRIED.

4. **Airport Infrastructure Grant 3-26-0031-055-2025**
   a. Reconstruct Snow Removal Equipment – Blower and Carrier Vehicle
   b. Rehabilitate Runway Markings – 10/28
   c. Rehabilitate Runway Markings – 1/19
   d. Rehabilitate Taxiway Markings – A, B, C
   e. Rehabilitate Commercial and General Aviation Apron Markings

   Motioned by Will Carne to recommend ratification of grant, as presented. Supported by Chair Herioux.

   ROLL CALL:

Viau	YEA
Carne	YEA
Anderson	YEA
Herioux	YEA
Reed	YEA
Jensen	YEA
Van Ginhoven	YEA

   MOTION CARRIED.

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

X. AIRPORT BOARD MEMBERS' COMMENTS:

Herioux: We be unable to attend October 13th's meeting.

XI. ADJOURNMENT: Motion to adjourn at **9:34 a.m.** made by Commissioner Jensen, seconded by Vice-Chair Anderson. MOTION CARRIED.

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

RESPECTFULLY SUBMITTED BY:

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Ashleigh Young	Brian Herioux
Airport Manager	Airport Board Chair