

**AIRPORT ADVISORY BOARD**  
**Thursday, June 9th, 2022, at 8:00 a.m.**  
**Airport Terminal Building – Conference Room**

**MEETING MINUTES**

**1. Call to Order**

Chair Veum called the meeting to order with the time being 8:00 a.m.

**2. Roll Call & Introductions**

|                         |              |               |              |
|-------------------------|--------------|---------------|--------------|
| <b>Members Present:</b> | Tom Veum     | Fred Smith    | Bob Schallip |
|                         | Jim Cloudman | Duane Penzien | Terri Wolski |

**Members Absent:** Bill Munsell

**Also Present:** Jeff Holt, EDC Executive Director  
Nikki Radke, EDC Development Specialist  
Tom Brown, City of SSM Airport Manager  
Jack Wartella, Wartella Inspection  
David Waite, Great Circle Aviation, FBO  
Ted Waite, Great Circle Aviation

*It was moved by Penzien and supported by Smith to excuse those absent.*

**3. Changes or Additions to the Agenda**

*None at this time.*

**4. Approval of Minutes**

*It was moved by Schallip, supported by Smith to approve the minutes of the May 12, 2022 meeting. The motion carried unanimously.*

**5. Finance Report**

Radke provided a brief update of the Finance Report-Balance Sheet, P&L, and Check Detail. *It was moved by Penzien and supported by Smith, to receive the reports on file. The motion carried unanimously.*

**6. FY 22-23 Commission Approved Budget**

Radke reviewed the budget and Holt described cuts all around the city budget and economic difficulties with some lack of activity. *Schallip moved to accept and place the budget on file and Smith second. The motion carried.*

**7. Airport Manager Report**

Brown reported that aircraft traffic has been up and that the tractor will take a big longer due to a new turbo charger needing to be repaired as well, which may increase the repair price.

#### **8. Fixed Base Operator Report**

Waite reported that May traffic has been good due to weather, but fuel prices have been effecting some traffic. Some utility costs have gone up as well. He updated the board that he has a meeting with the City Manager and Mayor with a request for an additional \$40,000 to his contract. If the request cannot be made Great Circle Aviation's last day will be September 30<sup>th</sup>, 2022. The City Manager will be following up on if the increase is doable or if there are alternative cost that can be taken over by the city. NPIAS funding could be assisting with funding, but airport is not NPIAS funded yet.

#### **9. Old Business**

- a) NPAIS application is waiting on a Letter of Support from the Sault Tribe and then will be turning it in with a total of 35 pages that will be submitted to MDOT and the federalists at the end of the month.
- b) CTE is done for the Fall but an interview has been completed to get another student for the Fall.

#### **10. New Business**

- a. Tractor discussed in Airport Manager Report.
- b. Wartella reported the Seaplane Dock is working great.
- c. Holt reported that the two maintenance ladders found at a much more realistic price were being altered by Wartella Welding Inspection and would be ready to be used soon.

#### **11. Status Reports**

None at this time.

#### **12. Other Matters**

Young Eagles event Saturday, June 11<sup>th</sup> from 8AM to 1PM.

#### **13. Matters Presented by the Public**

None at this time.

#### **14. Next Meeting: July 14, 2022**

#### **15. Adjournment**

*It was moved by Penzien, supported by Schallip to adjourn the meeting at 8:48am. The motion carried unanimously.*