

**AIRPORT ADVISORY BOARD**  
**Thursday, December 8th, 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	Bill Munsell	Bob Schallip
	Terri Wolski	Duane Penzien	Jim Cloudman
	Fred Smith		

**Members Absent:** None.

**Also Present:** Jeff Holt, EDC Executive Director  
Nikki Radke, EDC Development Specialist  
Tom Brown, City of SSM Airport Manager  
David Waite, Great Circle Aviation, FBO  
Ted Waite, Great Circle Aviation  
Shane Miller, Liaison of Sault Ste. Marie City Council

*It was moved by Munsell 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 Penzien, supported by Smith to approve the minutes of the November 10, 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 stating budget revisions will need to be done. *It was moved by Munsell and supported by Smith, to receive the reports on file. The motion carried unanimously.*

**6. Airport Manager Report**

Brown reported that the hanger door and equipment is working good. The Snowblower is at the city garage and they are working under the warranty to get the seal replaced. Wind blew the man door down and the FBO will be fixing it. The state is looking to Phase WSI weather service out however, most flyers still use it so it will be kept.

**7. Fixed Base Operator Report**

Waite reported that traffic was normal and gas prices are falling. They are one of the lowest prices in Michigan. Great Circle is lessening off site maintenance. There was a reported that came to Sanderson to do a story on Line 5 and the airport did not give an opinion. The tally on the machine/pulser for the 100LL is reading inaccurately and Northern Pump is working on it. A new transformer is still needed for the runway lights and the EDC will work with the Chippewa Co. EDC to get one of their old ones.

**8. Old Business**

- a) NPIAS – The FBO went through 422 pages of regulations to see what is needed. So far the longer runway length is the only issue, however, it is needed to be kept due to weather. Everything else is looking good.

**9. New Business**

None at this time.

**10. Status Reports**

None at this time.

**11. Other Matters**

The new CTE student this year is doing great.

**12. Matters Presented by the Public**

Miller apologized for his absence the past few months and notified the group he is staying on as the liaison for the next two years.

Radke noted that the EDC is applying for the Michigan Rural Child Care Innovation Program and the Kokosing – Alberici – Traylor had a great ERA presentation.

**13. Next Meeting: January 12, 2023**

**14. Adjournment**

*It was moved by Munsell, supported by Wolski to adjourn the meeting at 8:39am. The motion carried unanimously.*