

DRAFT

SPECIAL MEETING MINUTES

Monday, February 17, 2014
10:00 A.M.

Manistee County Blacker Airport
Airline Terminal

Members Present: Paul Schulert, Chairperson; Ross Spencer, Vice-Chairperson; Mark Bergstrom; Alan Marshall; Brook Shafer; and Thom Smith

Members Absent: Dale Picardat

Others Present: Barry Lind, Airport Manager; George Saylor, Airport Legal Counsel; Justine McGuire, Manistee News Advocate; and Rachel Nelson, Airport Authority Secretary

Chairman Schulert called the meeting to order at 10:00 A.M.

The Board Secretary being unavailable, Chairman Schulert called the roll.

The only item on the agenda was the approval of an agreement (APPENDIX A) between the Manistee County Road Commission (MCRC) and the Manistee Blacker Airport Authority for the removal of snow between the FAA Instrument Landing System (ILS) and the east end of the main East/West runway at the Manistee County Blacker Airport.

Snow accumulation (the first incident in the past 17 years) has exceeded the maximum allowable level in this area resulting in the FAA's shutting down of the Glide Slope portion of the ILS system. With the full ILS System operating, aircraft can land with weather minimums of two hundred feet of clearance between the cloud base and the ground and visibility of one half mile. Without the full ILS system in operation, the landing minimums have increased to five hundred feet of clearance between the cloud base and ground, and a visibility requirement of one mile.

The Manistee County Blacker Airport is licensed under FAR Part 139 as an Air Carrier Airport and this situation must be addressed as a part of airport's Federal license.

The MCRC proposal dollar amount was an estimate and not a "not to exceed" amount. The cost could possibly be more or less than the amount estimate.

There was a motion by Mark Bergstrom, supported by Thom Smith, that Airport Director Barry J. Lind be granted the authority to enter into an agreement with the Manistee County Road Commission for the removal of the snow interfering with the operation of the ILS System at an estimated cost of \$3,300.

A roll call vote was called by Chairman Schulert:

Yeas: 6 (Schulert, Spencer, Bergstrom, Marshall, Smith, Shafer)

Nays: 0

Absent: 1 (Picardat)

It was also noted that the turf area being cleared could suffer some damage from the snow removal heavy equipment operation and that the MCRC assumes no responsibility for this damage.

The meeting was adjourned at 10:05 A.M.

Respectfully submitted,

Ross Spencer, Vice Chairman
Acting Authority Secretary

APPENDIX A



Manistee County Road Commission

February 14, 2014

8946 Chippewa Highway • Bear Lake, Michigan 49614 • (231) 889-0000 • Fax (231) 889-0011

Manistee County Blacker Airport
2323 Airport Road
Manistee, Michigan 49660

Attention: Mr. Barry Lind, Airport Manager

Re: Cost Estimate for Snow Removal
Near Glideslope Antenna

Dear Mr. Lind,

Based on our meeting with Mr. Jim Kaminski and Mr. John Homkohl on February 13, 2014, it is our understanding that the Airport would like to have the Manistee County Road Commission (MCRC) remove snow from an area along the south side of the runway to the east of the Glideslope antenna, and this work is being requested because the Federal Aviation Authority (FAA) has required the Airport to turn off the antenna due to the depth of snow in the area.

The scope of our proposed work will be as follows:

1. Remove/plow snow from an area of approximately 1,000' by 200' and push the snow to the southerly edge of the snow removal area. The snow is to be removed to a depth that the remaining snow is 6" or less above the existing ground level.
2. Remove snow banks from the west and east ends of the snow removal area so the snow depth is no higher than the existing snow depth conditions beyond the snow removal area.

It is our understanding of the following:

1. The Manistee County Road Commission (MCRC) will coordinate all snow removal work with the Airport and obtain the Airport's clearance for entering and leaving and working on the Airport property. The Airport will provide the on-site MCRC staff with a radio (if needed) to use during the snow removal operation to communicate with the Airport staff.

A-2

February 14, 2014
Mr. Barry Lind
Page two

2. The Airport will notify all airlines and airplanes of the snow removal work at the Airport.
3. The Airport will remove a "strip" of the snow along the southerly edge of the runway with their snow blower to enable the MCRC bulldozer to begin the snow removal operation without impacting the existing paved runway. The width will be determined by the MCRC Maintenance Supervisor.
4. The MCRC will attempt to minimize the disturbance to the existing ground surface when possible, but it is likely that the ground will be disturbed by the heavy equipment to some extent. It is our understanding that the Airport will be responsible for the grading and/or restoration of areas that are disturbed by our snow removal operations.

The MCRC is offering to provide these services to the Manistee County Blacker Airport on an hourly basis for labor and equipment, and the estimated cost to perform the work is **\$3,300**.

The estimated cost is based on the hours for labor and equipment that was estimated by Mr. Dan Clouse (our Maintenance Supervisor), as follows:

1. Bulldozer and operator (12 hours)
2. Frontend Loader with Snow Pusher and operator (12 hours)
3. Maintenance Supervisor to coordinate and supervise our staff and coordinate the work with the Airport staff (4 hours)

Note: The Airport will not be charged for the lowboy trailer and truck to haul the bulldozer to and from the Airport or the cost of our Maintenance Supervisor's pickup truck.

The costs are based on our normal equipment rental rates, and our labor rates plus leave and benefits.

Should the Airport decide to have the MCRC proceed with this work, please sign and date the letter in the space below and forward one copy to our office. We anticipate that we can begin the snow removal operation on Tuesday, February 18, 2014, subject to severe weather conditions.

A-3

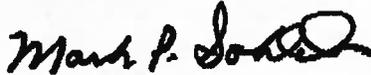
February 14, 2014
Mr. Barry Lind
Page three

The MCRC will only bill the Airport for the time that is required to complete the required work.

We look forward to being of service to the Manistee County Blacker Airport for the required snow removal so the Glideslope antenna can be re-activated.

Please contact our office if you have any questions regarding this estimate or if you need additional information.

Sincerely,



Mark P. Sohlden
MCRC Manager

Barry Lind, Airport Manager

Date