

# MICHIGAN AERONAUTICS COMMISSION

Minutes of Meeting  
Lansing, Michigan  
November 8, 2017

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Pursuant to Section 31 of Act 327 of the Public Acts of 1945, the Commissioners of the Michigan Aeronautics Commission met at the Aeronautics Building, 2700 Port Lansing Road, Lansing, Michigan, on Wednesday, November 8, 2017.

## Members Present

J. David VanderVeen, Chairman  
Pete Kamarainen, Vice Chairman  
Roger Salo, Commissioner  
Rick Fiddler, Commissioner  
Laura Mester, Designee – MDOT  
Maj. Gen. Len Isabelle, Designee – MDMVA  
Kevin Jacobs, Designee – MDNR  
Dave Brickey, Legal Counsel  
Mike Trout, Director

## Members Absent

Russ Kavalhuna, Commissioner  
Capt. Joe Gasper, Designee – MSP

## Staff Present

Carol Aldrich  
Dave Baker  
Judy Baker  
Neal Barncard  
Bryan Budds  
Jennifer Forbes  
Pauline Misjak  
Mark Noel  
Sue Payne  
Brigitte Pricco  
Steve Schultz  
Linn Smith  
Betsy Steudle  
Anu Taneja  
Mary Kay Trierweiler

## Also Present

Michael Frezell, MDOT, Office of Communications  
Eric Jaroch, Roscommon Co. Blodgett Memorial Airport  
Christopher Johnson, Michigan Municipal League  
Mark Johnson, Livingston Co.-Spencer J. Hardy Airport  
Phillip Johnson, Prein&Newhof  
John Mayfield, Federal Aviation Administration  
Keith Newell, General Aviation Committee  
Marlon Peña, Federal Aviation Administration  
John Strehl, Antrim County Airport  
Jeff Tripp, Muskegon County Airport  
Nathan Washburn, Consumers Energy

## I. OPENING REMARKS

The November 8, 2017 Michigan Aeronautics Commission (Commission) Meeting was called to order by Chairman J. David VanderVeen at 10:00 a.m.

Chairman VanderVeen welcomed all those present. He asked everyone to rise, and the Pledge of Allegiance was cited. Roll call was taken.



Commissioner Kavalhuna sends his regrets for his absence. He is in Washington D.C. attending a meeting held by the U.S. Military and Airlines for America regarding the pilot shortage in our nation.

## II. COMMISSION BUSINESS

- A. Chairman VanderVeen asked if there were any revisions to the minutes of the meeting held on September 13, 2017. There were none. He entertained a motion to approve the minutes. The motion was moved by Commissioner Rick Fiddler and seconded by Commissioner Roger Salo to approve the minutes as presented. **All voted in favor.**
- B. The proposed Michigan Aeronautics Commission 2018 meeting schedule was reviewed and discussed by the Commission. The meetings scheduled for the months of January, March, and November will be held in the Aeronautics Auditorium in Lansing, with January being a joint meeting with the State Transportation Commission. The meetings scheduled for May and July are proposed to be off site. A location will be determined at a later date. The meeting scheduled for September will be held in conjunction with the Michigan Association of Airport Executives Fall Conference in Harbor Springs, Michigan.

Chairman VanderVeen asked if there were any revisions to the schedule. Hearing none, he entertained a motion to approve the schedule as presented. The motion was moved by Commissioner Len Isabelle and seconded by Vice Chairman Pete Kamarainen to approve the meeting schedule for 2018. **All voted in favor.**

- C. Dave Baker presented the airport sponsor contracts.
1. Grand Haven Memorial Airpark, Grand Haven
  2. Hillsdale Municipal Airport, Hillsdale
  3. Lakeview – Griffith Field, Lakeview
  4. Mason County Airport, Ludington
  5. Mason Jewett Field, Mason
  6. Oscoda County Dennis Kauffman Memorial Airport, Mio
  7. Mount Pleasant Municipal Airport, Mount Pleasant
  8. Mount Pleasant Municipal Airport, Mount Pleasant

Chairman VanderVeen asked if there were any further comments or questions. Hearing none, he entertained a motion to approve item Nos. 1 – 8. The motion was moved by Commissioner Fiddler and seconded by Commissioner Kevin Jacobs to approve the airport sponsor contracts. **All voted in favor.**

A complete list of contract descriptions can be viewed on the Michigan Aeronautics Commission web page under “Meetings” and then “Commission Contract Approvals” at [www.michigan.gov/aero](http://www.michigan.gov/aero).

- D. Steve Schultz presented the following contract renewals/extensions for Fiscal Year 2018.
- Automated Weather Observation System – New**
1. Jack Barstow Airport, Midland
- Automated Weather Observation System – Renewals**
2. Antrim County Airport, Bellaire – expires 12/10/17
  3. Roben - Hood Airport, Big Rapids – expires 6/14/18



4. Charlevoix Municipal Airport, Charlevoix – expires 6/14/18
5. Fitch H. Beach Municipal Airport, Charlotte – expires 12/25/18
6. Branch County Memorial Airport, Coldwater – expires 11/13/18
7. Hillsdale Municipal Airport, Hillsdale – expires 8/19/18
8. Dupont - Lapeer Airport, Lapeer – expires 12/19/17
9. Schoolcraft County Airport, Manistique – expires 7/29/18
10. Mason Jewett Field, Mason – expires 8/25/18
11. Monroe Custer Airport, Monroe – expires 9/1/18
12. Mt Pleasant Municipal Airport, Mt. Pleasant – expires 7/3/18
13. Luce County Airport, Newberry – expires 7/24/18
14. Owosso Community Airport, Owosso – expires 12/22/18
15. Saginaw County H. W. Browne Airport, Saginaw – expires 12/25/18
16. Kirsch Municipal Airport, Sturgis – expires 9/14/18
17. West Branch Community Airport, West Branch – expires 9/21/18

**Weather Briefing System – Renewals**

18. Ann Arbor Municipal Airport, Ann Arbor – expires 9/14/18
19. Delta County Airport, Escanaba – expires 6/10/18
20. Gaylord Regional Airport, Gaylord – expires 7/1/18
21. Houghton County Memorial Airport, Hancock – expires 7/1/18
22. West Michigan Regional Airport, Holland – expires 7/15/18
23. Mackinac Island Airport, Mackinac Island – expires 8/2/18
24. Pellston Regional Airport of Emmet Co., Pellston - expires 6/17/18
25. Chippewa Co. International Airport, Sault Ste. Marie – expires 6/10/18

Mr. Schultz provided information regarding the contracts explaining that with the installation of each Automated Weather Observation System (AWOS), the Office of Aeronautics establishes a contract with the sponsor to set the responsibilities of each party for the shared maintenance and operation of the AWOS, a Data Collection System, and a Weather Briefing System. These maintenance contracts have a limited time period so as each contract is about to expire, either a new contract is drafted to renew the maintenance responsibilities or a time extension is requested.

Chairman VanderVeen asked if there were any further comments or questions. Hearing none, he entertained a motion to approve item Nos. 1 – 25. The motion was moved by Commissioner Salo and seconded by Vice Chairman Kamarainen to approve the contracts. **All voted in favor.**

- E. Director Mike Trout presented the Michigan Association of Airport Executives (MAAE) Fiscal Year 2018 Training Contract.

The contract will provide a grant for the conduct of workshops, training programs, seminars, and conferences. These events are intended to support the education and training of airport managers and staff throughout Michigan. In addition, the grant will help support student scholarships for those pursuing an aviation-related education, promote internships at airports, and help launch a Fly Michigan passport program. This award results in an investment of \$30,000 from the Michigan Department of Transportation (MDOT) and \$6,000 from MAAE, for a total of \$36,000.



The contract will be effective from the date of award through September 30, 2018, which will include supporting the 2018 winter and fall conference activities.

<b>Funding Breakdown</b>	<b>MDOT Funding</b>	<b>MAAE Contribution</b>	<b>Total</b>
Workshops, Training Programs, Seminars and Conferences	\$20,500	\$ 500	\$21,000
Grants/Scholarships	\$ 3,500	\$3,500	\$ 7,000
Airport Internship Program	\$ 5,000	\$1,000	\$ 6,000
Fly Michigan Passport Program	\$ 1,000	\$1,000	\$ 2,000
<b>Total</b>	<b>\$30,000</b>	<b>\$6,000</b>	<b>\$36,000</b>

Chairman VanderVeen asked if there were any further comments or questions on the MAAE proposed 2018 training contract. Hearing none, he entertained a motion to approve the contract as presented. The motion was moved by Commissioner Jacobs and seconded by Commissioner Isabelle. **All voted in favor.**

- F. Director Trout reported on the Proposed Amendment to the Michigan Aeronautics Commission Bylaws.

During the last meeting in September, Commissioner Kavalhuna proposed to amend the Bylaws to allow for two consecutive one-year terms for the office of chairperson. Article IV, Section 4.1 states that two consecutive terms for the same office are not permitted. A motion was made by Commissioner Kavalhuna and seconded by Vice Chairman Kamarainen for staff to draft recommended language amending Article IV.

#### **ARTICLE IV**

The Commission shall elect from among its members a chairperson and a vice-chairperson to serve for one year and annually thereafter shall elect such officers, each to serve until his successor is elected.

##### Operating Procedures: 4.1

The Commission shall elect annually from its members a chairperson and a vice-chairperson from candidates presented by a nominating committee for a one-year term. Elections will be held during the fifth regular meeting of the normal scheduled six in a calendar year. Two consecutive elective terms for the same office are ~~not~~ permitted. Newly elected officers will begin serving their terms immediately upon election.

According to Article XI of the Bylaws, amendments may be made “by a majority of the Commissioners after at least one regular meeting in advance to consider the proposed amendments in written form.” It is recommended that the Commission take the occasion of today’s meeting to discuss and deliberate this proposal and plan a final vote on the amendment at the January meeting of the Commission.



Chairman VanderVeen asked if there were any further comments or questions on the proposed Article IV amendment. Hearing none, he entertained a motion for the Commission to consider the amendment and plan for a final vote during the January 2018 meeting. The motion was moved by Commissioner Isabelle and seconded by Commissioner Salo. **All voted in favor.**

### III. REPORTS

#### A. MAC Director Report

##### Updates

Director Trout provided updates on the following:

- Michigan Unmanned Aircraft Systems (UAS) Task Force
  - Task force members have been meeting over the past two months. All in attendance at the Commission meeting were invited to attend the next scheduled task force meeting that afternoon, with the last meeting scheduled for November 15. Director Trout stated that report recommendations are in draft form and will be presented for task force review that afternoon. A final draft report will be ready for review during next week's meeting, with the final report due to the Governor and Legislature on November 20.
- UAS Integration Pilot Program
  - The Federal Aviation Administration (FAA) has announced a pilot program on UAS integration offering to approve a minimum of five states to study and test the development of UAS in various settings. Michigan has many assets and advantages in reference to UAS technology, including military facilities, water, land, islands, and significant corridors. Director Trout stated that there is a lot going on in this state, as learned throughout the discussions of the task force. It is an exciting time, and the Office of Aeronautics intends to submit a proposal to lead a statewide team under the pilot program.
- Aviation Fuel Safety Seminar
  - Avflight Lansing, Avfuel Corporation, and the Office of Aeronautics have partnered for many years to host an aviation fuel safety seminar to train certificated airport fuel personnel and transport delivery drivers in the proper receipt, handling, and dispensing of Avgas and jet fuel. A seminar was held in October, approximately 80 people attended.
- Fiscal Year 2018 Budget Bill (P.A. 107) boilerplate provision requires MDOT to work with the Department of Technology and Management and Budget to solicit proposals for third party management of aircraft fleet. A request for proposals was posted October 26, 2017. Proposals are due December 11, 2017.

##### Federal Legislation

- FAA has a six-month extension for continuing resolution until March 31, 2018.



## State Legislation

- HB 4350/4351 Aviation Equipment – would exempt aircraft parts for repairs and maintenance from sales and use tax.
  - Passed by House; Senate Committee of Finance recommended immediate effect and referred to full Senate.
  
- SB 626/627 Seaplane Operations – would change state law to allow MDOT to regulate the use of inland waters by aircraft; would exclude application of the National Resources and Environmental Protection Act to aircraft regulated by the Michigan Aeronautics Commission.
  - Currently in Senate Committee on Transportation.
  
- HB 5118 UAS Memorandum of Understanding (MOU) with FAA – would require the Michigan Aeronautics Commission, Michigan State Police (MSP), and UAS Task Force to enter in a MOU with FAA; would attempt to allow the enforcement of federal law and rules regarding UAS, or drones, by MSP, local police, airports, and railroad.
  - Currently in House Committee on Communications and Technology.

## Statistics

Director Trout reported on the following:

- Fuel Tax Revenue
  - Excise (3¢) FY to Date (Oct. – Sept.)
    - 2017 = \$5,715,142
    - 2016 = \$4,361,962
    - (5.6% increase)
  - Sales (2%) 2017 – FY to Date
    - Q1 = \$1,838,231
    - (SAF 35% - \$643,381/QAF 65% - \$1,194,850)
    - Q2 = \$1,854,654
    - (SAF 35% - \$649,129/QAF 65% - \$1,205,525)
    - Q3 = \$2,203,688
    - (SAF 35% - \$771,290/QAF 65% - \$1,432,398)
    - Q4 = \$1,642,742
    - (SAF 35% - \$574,960/QAF 65% - \$1,067,782)
    - FYTD Total = \$7,539,315
    - (SAF = \$2,638,760/QAF = \$4,900,555)
    - Note: SAF = State Aeronautics Fund*
    - QAF = Qualified Airport Fund*
    - Awaiting final fiscal year figures.*
  
- Tall Structure Permits
  - 2017 = 3,401 (213 wind turbines) Year to Date
  - 2016 = 3,698 (466 wind turbines) Year Total



- Registered Aircraft Renewals
  - 2017 = 5,554 Year To Date
  - 2016 = 5,752 Year Total
- State Aircraft Flight Hours – FY (Oct. – Sept.)
  - 2017 = 888.3
  - 2016 = 940.9
- Contract Close-Outs – FY (Oct. – Sept.)
  - 29 Primary Airport Grants
  - 107 Individual Non-Primary Grants
  - 48 State/Local
  - 3 State Block Grants
- Air Service Program
  - ARFF Training (16 Airports)
    - \$48,007 Total Funded
    - (\$32,000 State/\$16,007 Local)
  - Airport Awareness (13 Airports)
    - \$141,118 Total Funded
    - (\$115,000 State/\$26,118 Local)
  - Capital Improvement/Equipment (10 Airports)
    - \$131,699 Total Funded
    - (\$98,525 State/\$33,174 Local)

#### Staff News

Director Trout announced that Brooke Allison has join the Office of Aeronautics as the new financial analyst in the Grants and Contracts Unit within the Programming Section. Ms. Allison comes to us from MDOT’s Office of Rail.

#### Coming Soon

- UAS Task Force Meeting – November 8 & 15, Lansing
- Operation Good Cheer – December 2, Oakland Co. International Airport and throughout Michigan – [www.cfsm.org/spirit-of-good-cheer](http://www.cfsm.org/spirit-of-good-cheer)
- International Aviation Art Contest – January 19, deadline
- MAC/STC Joint Meeting – January 25, Lansing
- Michigan Airport Conference – February 21-22, East Lansing

Director Trout’s report can be viewed in full on the Michigan Aeronautics Commission web page under “Director’s Reports to MAC” at [www.michigan.gov/aero](http://www.michigan.gov/aero).

- B. Vice Chairman Kamarainen provided a report on the General Aviation (GA) Advisory Committee. The committee met on October 18, 2017, and discussed the newly formed Coleman A. Young International Airport Education Association and its efforts to educate the community about the importance of the Detroit City Airport.





The committee continues discussion with the Aircraft Owners and Pilots Association regarding a Fly Michigan passport program.

The committee discussed the Two-Hearted Airport in Newberry. Tree cutting took place on the airstrip in September and now waiting for final inspection.

The committee discussed the potential for a conference for general aviation, similar to the Great Lakes International Aviation Conference.

The committee also discussed an Eagle Scout badge for aviation, which is currently being developed.

The committee discussed the importance of the sales tax exempt legislation on aviation parts for repairs and maintenance.

The committee was briefed on a new product made in Battle Creek called WACO Classic, an Amphib float airplane.

The next GA Advisory Committee meeting is scheduled for December 13, 2017.

C. Commercial Air Service Advisory Committee – No Report.

D. Safety Advisory Committee – No Report.

#### **IV. COMMISSION COMMENTS**

Chairman VanderVeen announced that he would like to reassign the chair of the Safety Advisory Committee. The committee will be chaired by Commissioner Salo instead of Commissioner Fiddler.

He also announced the establishment of a UAS Advisory Committee, which will be chaired by Commissioner Fiddler. The purpose of the new advisory committee is to promote and support the ongoing development and expansion of UAS in Michigan, while enhancing awareness to ensure public safety. Committee members will be selected by the committee chairperson upon recommendation of staff.

#### **V. PUBLIC COMMENTS**

Chairman VanderVeen asked if anyone would like to make a public comment.

There were no public comments.





## CLOSING

The next Michigan Aeronautics Commission meeting will be a joint meeting with the State Transportation Commission scheduled for Thursday, January 25, 2018, at the Aeronautics Building in Lansing. Individual commission meetings will first convene, with the joint meeting to follow. Starting times for the meetings will be announced and posted at a later date.

The meeting was adjourned at 10:50 a.m.

(approved/signed, original on file)  
J. David VanderVeen, Chairman

(approved/signed, original on file)  
Michael G. Trout, Director

Dated: 1/25/18

