

MENOMINEE REGIONAL AIRPORT
2801 22nd Avenue
Menominee, MI 49858
906-863-8408

Menominee Regional Airport Committee
2801 22nd Street
Menominee, MI 49858 ~ 906-863-8408
Tuesday ~ April 17, 2018 ~ 4:00 PM
Airport Conference Room

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes: April 3, 2018
- F. Public Comment (*Statements, not debate, limited to 5 minutes per person on agenda items only*)
- G. Presentations (*limited to twenty minutes*): None
- H. Business
 - 1. Introduce Jason Carviou, new County Administrator
 - 2. Financial
 - a. Month-End Budget Report Status
 - 3. Manager Report
 - a. Fuel Sales
 - b. Activity
 - c. RFQ - Lawnmower for the Airport – Has been advertised
 - d. Other
 - 4. Private Tenant Land Lease Agreements - Update
 - 5. Mead & Hunt - Final Draft ALP - Update
 - 6. By-Laws – Update & Discuss Changes
 - 7. Discussion - Part-time Manpower Help
 - 8. September 2018 Airport Open House
 - a. Confirm date of September 8th, 2018
 - b. Helicopter Rides – Approve Agreement with Flight Service Provider
 - 9. Discussion – 2016 Land Release Document – Mead & Hunt
- I. Public Comment (*Limited to 5 minutes*)
- J. Commissioner Comment
- K. Next meeting date
- L. Adjourn

Note: Quorum of the Menominee County Board of Commissioners may be present

If you are an individual who needs special accommodations while attending a meeting, as required by the "Americans with Disabilities Act", please notify the Airport Manager's office at 906-863-8408 at least 6 hours prior to the meeting in order to make suitable arrangements. (TDD 900-849-3777).

**Menominee Regional Airport Committee
Minutes of Meeting
April 3, 2018
(Rescheduled from March 20, 2018 Meeting)**

*******DRAFT*******

The Menominee Regional Airport Committee met on April 3, 2018 at 4:00 PM at the Menominee Regional Airport, Conference Room.

- A. Call Meeting to order:** Chairperson Schei called the meeting to order at 4:00 PM
- B. Pledge of Allegiance:** Recited by all
- C. Roll Call:** Coms. Schei, Piche and Gromala – present.
Also present were Jeff LaFluer, Doreen Averill, Terry Glimn, Will Karne and Gary Scholtz.
- D. Approval of Agenda:** Motion to approve agenda by Com. Gromala, Seconded by Com. Piche. Motion carried – 3/0.
- E. Approval of Previous Minutes:** Motion to approve Previous Minutes from December 19, 2017 and January 4, 2018 made by Com. Gromala, seconded by Com. Schei. Motion carried – 3/0
- F. Public Comment:** None
- G. Presentations:** None
- H. Business**

1 The Menominee Regional Airport Committee 2018 Meeting Schedule

There was a motion to approve the 2018 schedule, starting with the April 17th, 2018 meeting by Com. Gromala and seconded by Com. Piche. Motion carried – 3/0

2 Financial

- a. Month-End Budget Report Status – **Com. Schei:** Our budget is looking really good, we're keeping a close eye on it – and Sherry is, too. Fuel sales seem to be doing well.
- b. Budget Amendments - **Com. Schei:** We were able to carry over 2 separate amounts/accounts. The first is an Airport non-lapsing account, as of 9/30/17, for \$27,245.09 and the second is Airport Capital Outlay & Courtesy Van account for \$15,000.00. Now, Jeff was able to fix the Courtesy Van for under \$1000.00, so we can still go out and find another one with this money. The plan is to use the non-lapsing account money to

purchase a new diesel lawnmower for the Airport. **Com. Gromala:** Good, we shouldn't use money earmarked for the Courtesy Van on the lawnmower. **Com. Schei:** No, the non-lapsing account will be used for the lawnmower and the money in the Airport capital overlay account will be used to purchase another Courtesy Van.

3 Manager Report

- a. Fuel Sales: **Jeff:** Fuel sales usually run hot and cold this time of year, but they've been good so far.
- b. Activity: **Jeff:** It's been brisk for this time of year
- c. RFQ request – New Lawnmower for the Airport was discussed. **Com. Schei** asked about the pricing. **Doreen:** This was a general inquiry to the vendors on whether they carried diesel fueled lawnmowers. Two vendors came back they have diesel engines and gave a general quote for diesel fueled lawnmowers. We'll have to do an "official" RFQ to these vendors for prices. **Com. Piche:** There was some talk about buying local, but here, what's local – it doesn't have to be kept in MI when you're talking about this kind of money. A motion to submit an official RFQ was made by Com. Schei, seconded by Com. Gromala. Motion carried – 3/0
- d. FBO Inquiry: **Com. Schei:** Jeff had someone that is interested in starting a flight school. Is he still interested? **Jeff:** Yes, very interested... He's interested in getting a flight school started, here. I told him he needs to get with Randy Coller to get the proper paperwork (licenses, permits, etc.). He needs to be certified and legal in the state of MI, as he currently runs a Flight School in WI. This will be good, because I know about 4 or 5 people that are interesting in learning how to fly. **Com. Piche:** You mean planes, right, not helicopters? **Jeff:** Yes, planes. **Com. Schei:** This means renting part of the big hangar, then, on a steady basis? **Jeff:** Yes, he'll bring in his aircraft and base it in the big hangar. **Com. Schei:** This would be a separate lease – a monthly lease – different from the Tenant Land Lease. I think, if it's a consensus, we should have Jeff run with this. **Com. Gromala:** As long as he has all the credentials needed, I think we should go with it.

- 4 **New Land Lease Agreement Procedure/Packets – Com. Schei:** New Leases are ready to go. The only thing that really changed is the Airport name on all the documentation, with the exception of some added things like a check list, registration form – some of which are required by our Ordinances, Minimum Standards and MDOT/FAA. We'll have Doreen go over the check list. **Doreen:** Once Jeff gets all the signed documents back (lease, certification of liability insurance, contact list, registration, etc.), they will be reviewed by the Airport Committee for recommendation to the CB for approval. **Com. Schei:** If not approved, the lessee will have to remove their hangar. **Doreen:** Once the CB approves and signs off on the lease, the Administration office will make copies and send an invoice along with the copy of the lease to the hangar owner. **Com. Schei:** The last page is security where Kenny gave his input on what needs to be done. New gate access key cards will be given to each hangar owner once the

lease is approved by the CB. **Jeff:** Old cards will be rendered useless. **Com. Schei:** I think this a good plan and would keep security at check and liability down – lawsuits, accidents, etc. I think the packets are good to go, so the Manager can go ahead and get these leases out.

- 5 Jersey Barriers - Jeff:** Marinette Marine is waiting on us for a date to get these over to us. They want us to give them a 2 day notice of when we want to pick them up. They'll need to get them out of the area that they're stored at. Now, Tim Plutchak can do it and Twin City said they can do it for a minimal fee. **Com. Schei:** Tim is a hangar owner and can get them loaded and over to the Airport – as sort of a donation. **Jeff:** The holdup has been the snow. If we bring them over too soon and we get snow, they'll be in the way of plowing. As soon as the weather cooperates, we'll get them over here.
- 6 Discussion – Airport Focus Group/Advisory Committee: Com. Schei:** Now, Jerry, you originally asked for this to be added to the agenda. **Com. Piche:** Yes, I did. I met with Jim Mekash and Com. Phelps and they thought I should be on it – which I didn't think I should. I wanted Com. Gromala on it and someone from Finance, like Jan Hafeman and Jeff to be on it. So it would be Jim M, Jan, Jerry, Jeff and Larry Phelps on it. Basically, we want to come up with ways to motivate the Airport in a positive direction. Pretty simple, just thoughts. For instance, we were talking about what could be done with the big room. What are the possibilities? **Com. Schei:** We had talked about using it for CB meetings, but we have to be careful of the restrictions with the FAA. Because the Airport is county owned, we would be able to utilize it for CB meetings. There's a lot of grey areas with doing this, the aeronautical restrictions.
- 7 Mead & Hunt/ALP:** As part of the ALP, they will be formulating a focus group which would be made up of local businesses in the area, someone from education, economic development. **Com. Schei:** We should get Stephanie to go ahead and put this in the ALP (it would be covered under the grant, so the County wouldn't have to pay for it outright. She also wants to send out questionnaire to the public – about 150 questionnaires to get their input on what they would like to see done at the Airport. Is this something we should have done? **Com. Piche:** Yes, I completely agree. We need to get the community involved with the questionnaires. I think we need this advisory committee as well. **Com. Schei:** Let me ask the audience, have any of you been on an advisory committee? **Will Karne:** Yes, I was on the Delta County Advisory Committee and would be interested in being on the Advisory, as part of the ALP plan. **Com. Schei:** I would like to see an Advisory set-up and Stephanie had said that maybe they could be part of the Airport Committee somewhere down the road-but not 10 or 12 people-but definitely more than just the 3 commissioners we have now. **Com. Gromala:** Stephanie had said that she'd like to see someone from education, economic development, different areas of business, and people from Hannahville – casino – a lot of their patrons come from this area. If it's ok with both Chair's, I'd like to set up meetings with city Administrators and Superintendents from here all the way to Bark River/Harris. This way, we will have input from the northern end of the County. **Will:** I'm handing out copies that could serve as a starting point of ideas. I gave Stephanie a copy as well. I think this will help. The Airport is where the first impression of the area is perceived. They'll get

a feeling of what's happening in this area. **Com. Schei:** Now, Stephanie wants to be assured that the CB will approve the Final Draft of the Scope & ALP at the meeting, Tuesday, April 10, 2018. She also wants the go ahead with organizing the Advisory Committee and send out the questionnaires. So Doreen, would you make sure that this is on the agenda for Tuesday's CB meeting? **Doreen:** Yes, it will be added to the agenda. **Com. Schei:** I'd like to make one more comment before we move on to Public Comment. I want to have Land Release information included on the next couple of agendas, because it has to be talked about. These parcels are not necessary for aviation. There's a lot of possibilities for this land. **Com. Gromala:** It will probably take a couple of years to get this land released, so now's the time to start thinking about what we want to do with it – be proactive.

- I. **Public Comment – Terry Glimn:** You were talking about getting a new mower. It takes me about an hour to mow my 80 by 1/2 mile runway with the tow behind. It's something to consider using a tow behind. Also, maybe consider purchasing one of the Sheriff Department's vehicles. **Com. Schei:** We tried this before and got shut down.
- J. **Commissioner Comment – Com. Piche:** I'm just curious, what interests do you have with Menominee County? **Will:** Well as a pilot, I've done business in this area over the years. Menominee has a multitude of businesses, here, that employs over 200 people. In our county, we don't have a lot of large businesses, so we're lucky the Airport has Commercial, General, Corporate and Freight Aviation along with flight instruction and maintenance. Your area has a lot of potential. This Airport has a lot going for it, location, dining, hotels/motels, the Bay, the marina, shopping, camping, fishing, the casino. Door County is just a 10 mi. plane ride. Oshkosh, Green Bay are not that far away, either. You basically have it all, and now it's time to capitalize on it. I do a lot of diving, here as well, and you have like 6 shipwrecks right here. We just took someone from the Virgin Islands on an Ice Dive about a month ago. This is something you guys should highlight about your area. This is the gateway to the Upper Peninsula – the starting point.
- K. **Next Meeting:** April 17, 2018
- L. **Adjourn:** A motion was made to adjourn by Com. Piche seconded by Com. Schei at 5:14pm. Motion carried 3/0

PERIOD ENDING 04/30/2018

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE 04/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/18 INCR (DECR)	AVAILABLE BALANCE/ NORM (ABNORM)	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 216 - MENOMINEE REGIONAL AIRPORT							
Revenues							
Dept 000							
216-000-541.00	STATE PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
216-000-631.03	GROUND POWER UNIT	0.00	0.00	45.00	0.00	(45.00)	100.00
216-000-633.00	LANDING FEES	7,000.00	7,000.00	3,840.00	0.00	3,160.00	54.86
216-000-633.01	RAMP/PARKING FEES	100.00	100.00	25.00	0.00	75.00	25.00
216-000-634.00	ENGINE PRE-HEAT	100.00	100.00	30.00	0.00	70.00	30.00
216-000-634.01	CARGO HANDLING FEE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
216-000-634.02	AIRPORT DE-ICING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
216-000-642.00	AVIATION FUEL/OIL - BUSINESS	80,000.00	80,000.00	14,004.25	0.00	65,995.75	17.51
216-000-642.01	AVIATION FUEL - CASH	500.00	500.00	149.83	0.00	350.17	29.97
216-000-642.02	AVIATION FUEL - CREDIT CARD	120,000.00	120,000.00	34,302.39	2,936.88	85,697.61	28.59
216-000-642.03	SODA MACHINE	100.00	100.00	0.00	0.00	100.00	0.00
216-000-642.04	Oil Sales - Credit Card	150.00	150.00	44.50	0.00	105.50	29.67
216-000-665.00	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00	0.00
216-000-670.00	RENT/HANGER LEASE	30,000.00	30,000.00	9,684.60	1,578.08	20,315.40	32.28
216-000-670.01	RAMP/ TIE DOWN FEE	0.00	0.00	90.00	0.00	(90.00)	100.00
216-000-672.00	AFTER HOUR FEES	200.00	200.00	750.00	0.00	(550.00)	375.00
216-000-672.01	TERMINAL SIGN DISPLAY	200.00	200.00	0.00	0.00	200.00	0.00
216-000-676.00	MISCELLANEOUS REVENUE	500.00	500.00	0.00	0.00	500.00	0.00
216-000-677.00	SALARY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
216-000-699.00	TRANSFERS/APPROPRIATION	58,991.00	58,991.00	29,495.50	0.00	29,495.50	50.00
216-000-699.01	COUNTY APPROPRIATION - CAPITAL IMPROVEM	155,000.00	155,000.00	77,500.00	0.00	77,500.00	50.00
216-000-699.02	EQUITY TRANSFER FROM AIRPORT	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
216-000-699.03	TRANSFER IN FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
216-000-699.04	TRANSFER IN FROM DESIGNATED	0.00	42,245.09	0.00	0.00	42,245.09	0.00
Total Dept 000 - NONE		485,341.00	527,586.09	169,961.07	4,514.96	357,625.02	32.21
TOTAL REVENUES		485,341.00	527,586.09	169,961.07	4,514.96	357,625.02	32.21
Expenditures							
Dept 585							
216-585-704.00	SALARIES	96,020.00	96,020.00	24,262.83	1,818.98	71,757.17	25.27
216-585-705.00	SALARIES - PART TIME	24,149.00	24,149.00	6,926.18	530.54	17,222.82	28.68
216-585-706.00	OVERTIME	3,000.00	3,000.00	2,064.71	238.74	935.29	68.82
216-585-707.00	LONGEVITY	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
216-585-712.00	HOSPITAL INSURANCE	31,663.00	31,663.00	10,044.88	0.00	21,618.12	31.72
216-585-713.00	LIFE INSURANCE	60.00	60.00	16.52	2.36	43.48	27.53
216-585-715.00	FICA-OASDI	7,022.00	7,022.00	2,377.52	150.97	4,644.48	33.86
216-585-715.01	FICA-MEDI	1,642.00	1,642.00	495.78	35.31	1,146.22	30.19
216-585-716.00	WORKMENS COMPENSATION	4,871.00	4,871.00	2,464.77	0.00	2,406.23	50.60
216-585-718.00	RETIREMENT	3,972.00	3,972.00	0.00	0.00	3,972.00	0.00
216-585-718.01	MERS UNFUNDED LIABILITY	0.00	6,180.00	2,575.00	0.00	3,605.00	41.67
216-585-727.00	OFFICE SUPPLIES	350.00	350.00	45.25	0.00	304.75	12.93
216-585-728.00	OFFICE EQUIPMENT	400.00	400.00	31.60	0.00	368.40	7.90
216-585-729.00	POSTAGE	300.00	300.00	37.51	0.00	262.49	12.50
216-585-729.01	MISCELLANEOUS PURCHASES	0.00	0.00	40.08	0.00	(40.08)	100.00
216-585-742.00	GAS, OIL ETC	1,000.00	1,000.00	2,430.53	0.00	(1,430.53)	243.05
216-585-743.00	AVIATION FUEL PURCHASES	85,000.00	85,000.00	14,755.24	0.00	70,244.76	17.36
216-585-743.01	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	1,094.73	25.03	1,905.27	36.49
216-585-744.00	EQUIPMENT FUEL PURCHASE	2,000.00	2,000.00	1,722.00	1,722.00	278.00	86.10
216-585-745.00	UNIFORMS	1,500.00	1,500.00	1,467.33	0.00	32.67	97.82
216-585-755.01	OTHER OPERATING - JANITORIAL	2,000.00	2,000.00	1,449.81	0.00	550.19	72.49
216-585-755.02	OTHER OPERATING - GENERAL	2,000.00	2,000.00	446.44	0.00	1,553.56	22.32

PERIOD ENDING 04/30/2018

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE 04/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/18 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
		ORIGINAL BUDGET	2017-18 AMENDED BUDGET				
Fund 216 - MENOMINEE REGIONAL AIRPORT							
Expenditures							
216-585-755.03	LICENSES/PERMITS	1,000.00	1,000.00	385.00	0.00	615.00	38.50
216-585-756.01	CONSTRUCTION SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
216-585-801.00	PROFESSIONAL/CONTRACTURAL SERVICES	3,000.00	3,000.00	1,492.12	0.00	1,507.88	49.74
216-585-801.01	AUDIT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
216-585-831.00	LIABILITY INSURANCE	13,000.00	13,000.00	9,351.73	8,710.00	3,648.27	71.94
216-585-850.00	TELEPHONE/INTERNET	4,300.00	4,300.00	1,846.20	0.00	2,453.80	42.93
216-585-860.00	TRAVEL/CONFERENCES	520.00	520.00	0.00	0.00	520.00	0.00
216-585-901.00	ADVERTISING	5,000.00	5,000.00	31.32	0.00	468.68	6.26
216-585-920.00	NATURAL GAS/HEATING	5,000.00	5,000.00	3,859.63	415.60	1,140.37	77.19
216-585-920.01	WATER	500.00	500.00	286.98	154.54	213.02	57.40
216-585-920.02	SEWER	500.00	500.00	326.98	175.89	173.02	65.40
216-585-920.03	ELECTRIC	9,000.00	9,000.00	4,790.43	810.76	4,209.57	53.23
216-585-930.03	DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00
216-585-955.00	AIRPORT SALES TAX	6,500.00	6,500.00	2,673.88	0.00	3,826.12	41.14
216-585-970.00	CAPITAL OUTLAY	55,000.00	82,245.09	650.00	0.00	81,595.09	0.79
216-585-970.01	FIRE CRASH BLDG EXPANSION	0.00	15,000.00	0.00	0.00	15,000.00	0.00
216-585-970.02	EQUIPMENT MAINTENANCE/PARTS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
216-585-981.00	AIRFIELD MAINTENANCE/REPAIRS	3,000.00	3,000.00	3,390.04	0.00	(390.04)	113.00
216-585-981.01	BUILDING MAINTENANCE/REPAIRS	1,500.00	1,500.00	243.67	0.00	1,256.33	16.24
216-585-984.00	NEW/REPLACEMENT EQUIPMENT	2,000.00	2,000.00	98.99	0.00	1,901.01	4.95
216-585-984.00	AIRPORT LOAN - PRINCIPAL	4,726.00	5,137.39	0.00	0.00	1,940.02	3.00
216-585-990.00	AIRPORT LOAN - INTEREST	1,346.00	934.61	0.00	0.00	5,137.39	0.00
216-585-990.01						934.61	0.00
Total Dept 585 - AIRPORT EXPENDITURE		485,341.00	533,766.09	105,235.66	14,790.72	428,530.43	19.72
TOTAL EXPENDITURES		485,341.00	533,766.09	105,235.66	14,790.72	428,530.43	19.72
Fund 216 - MENOMINEE REGIONAL AIRPORT:							
TOTAL REVENUES		485,341.00	527,586.09	169,961.07	4,514.96	357,625.02	32.21
TOTAL EXPENDITURES		485,341.00	533,766.09	105,235.66	14,790.72	428,530.43	19.72
NET OF REVENUES & EXPENDITURES		0.00	(6,180.00)	64,725.41	(10,275.76)	(70,905.41)	1,047.34

Fund 216 MENOMINEE REGIONAL AIRPORT

GL Number	Description	Balance
*** Assets ***		
216-000-001.00	CASH	288,841.41
216-000-101.00	FUEL INVENTORY	34,464.44
216-000-123.01	PREPAID INSURANCE	16,367.26
Total Assets		<u>339,673.11</u>
*** Liabilities ***		
Total Liabilities		<u>0.00</u>
*** Fund Balance ***		
216-000-390.00	FUND BALANCE	264,750.59
Total Fund Balance		<u>264,750.59</u>
Beginning Fund Balance		264,750.59
Net of Revenues VS Expenditures		74,922.52
Ending Fund Balance		339,673.11
Total Liabilities And Fund Balance		339,673.11

NOTICE for SEALED BIDS

Menominee County is currently accepting sealed bids for a heavy-duty, industrial, zero turn riding lawnmower. Deck should be made of high-grade steel with a 72" cutting width and a minimum of 27 hp **diesel engine**. Any questions should be directed to Jeff LaFluer at 906-863-8408.

Bids are to be sealed and have the name, address and contact information of the bidder on the outside of the envelope and identified as: "Airport – Riding Lawnmower".

Bids are to be submitted by May 1, 2018 to: Menominee County Administrator, 839 10th Ave., Menominee, MI 49858. Bids will be reviewed by the Airport Committee on May 15, 2018.

Winning bid is expected to be chosen on May 22, 2018 at the Menominee County Board Meeting.

Menominee County reserves the right to accept or reject any and all bids.

Please advertise in the most cost efficient way to the County

Eagle Herald, Luft's Advertiser, Men. Co. Journal: Please Publish Once:

One time the week of: April 16th – April 20th, 2018

Bill to: Menominee County Administrator
839 Tenth Ave
Menominee, MI 49858

No affidavit of publication is needed! Thank you!!

APPROVED

10/13/15

Twin County Airport Committee Bylaws

Article I
Name/Purpose

- A. The name of the Committee shall be the Twin County Airport Committee.
- B. The purpose the Twin County Airport Committee is act as an advisory committee for the airport and to offer recommendations to the County Board for considerations pertaining to the operation, budget, personnel and all other aspects and issues associated with the Twin County Airport.

Article II
Members

- A. The Twin County Airport Committee will consist of three (3) Menominee County Board of Commissioners members. The Commissioners will be appointed for a one year term.
- B. Voting
 - 1. All members who are present shall vote whenever the question is put forth by the chair.
 - 2. If there is an appearance of a conflict of interest, the Commissioner shall so state before a vote is called for. No member may **ABSTAIN** from voting "yes" or "no".

Article III
Officers

- A. The officers of the Twin County Airport Committee shall be the Chairperson and Secretary.
- B. The term of office shall be for one year. The individual may succeed her/himself.
- C. Candidates for these offices shall be nominated from the floor at the first meeting of the year (year is defined as January 1st to December 31st). It shall take a simple majority vote of the Committee to elect. Voting for the Chairperson shall be by random roll call vote. Should a simple majority not be obtained by any nominee, a five minute recess shall take place. After the recess the presiding chair of the meeting will ask each nominee if the wish their name to remain in nomination. Another random roll call vote and the above process continued until one nominee obtains a simple majority. The nomination and election for secretary shall take place after the selection of a Chairperson. The voting shall be by random roll call vote. Should a simple majority not be obtained by any nominee, a five minute recess shall be called. After the recess the Chairperson will ask each nominee if they wish their names to remain in nomination. Another random roll call vote shall be taken and the above process continued until the secretary is selected.

**Article IV
Duties of Officers**

- A. Chairperson shall preside over and conduct all meetings of the Committee. The Chairperson will be responsible for the preparation of the meeting agendas with cooperation from the Menominee County Administration Office. Except for those powers and duties prescribed to the Chairperson by the County Board and the above mentioned duties, the Chairperson has no power to act on behalf of the committee unless the committee specifically grants that power.
- B. Secretary (or designee) shall attend all meetings of the Committee and shall record meeting minutes. The Secretary shall be responsible for sending all meeting minutes to the Menominee County Administration Office to be placed on file. In the absence of the Chairperson the Secretary shall assume the duties of the Chair.

**Article V
Meetings**

- A. The Twin County Airport Committee is only an advisory committee and all final decisions pertaining to but limited to the operations, personnel, buildings and grounds, and policy and procedures will be determined by the Menominee County Board of Commissioners.
- B. A schedule containing the date, time and place of regular monthly meetings of the Committee shall be established at the first meeting of the year. The Twin County Airport Committee will meet once a month.
- C. Special Meetings will comply with the Michigan Open Meetings Act (MCL 15.261). Reason for a Special Meeting is to deal with important matters that may arise between regular meetings and requires actions before the next regular meeting. Special Meetings of the Committee shall be held only when two members of the Committee request a special meeting. The Special meeting will be posted at least eighteen (18) hours before the time of the meeting. The request shall be in writing, shall be addressed to the County Administrator, and shall specify the time, date, place and purpose of the meeting. Upon the reception of a request, the County Administrator shall immediately give notice to the members and post the date and time at least eighteen (18) hours prior to the time of the meeting.
- D. A majority of the members of the Committee shall constitute a quorum for the transaction of the ordinary business of the Committee, and questions which arise during the meeting of the committee shall be determined by the votes of the majority of the members present.
- E. Minutes will be recorded by the Secretary. The names and votes of members shall be recorded on an action which is taken by the Twin County Airport Committee if the action is on an ordinance, resolution or appointment or election of an officer. A record which is made pursuant to this section shall be available for public inspection.

Article VI
Parliamentary Authority

- A. The current edition of "Robert's Rules of Order" shall be the Parliamentary Authority. The rules, with special attention to small committees, contained in the above mentioned reference shall govern the Committee in all cases to which they are applicable.

Article VII
Amendment of Bylaws

- A. The following bylaws may not be suspended.
B. These bylaws, rules regulations and policies shall remain in effect until properly amended.
C. These bylaws may be amended at a regular meeting of the Menominee County Board of Commissioners by a 2/3 majority vote of the County Board.

The Twin County Airport Committee Shall follow all Bylaws (not addressed here) as set forth by the Menominee County Board of Commissioners.

Twin County Airport Committee Rules

- R15-1 **The Order of Business shall be as follows:**
1. Call to Order
 2. Pledge of Allegiance
 3. Roll Call
 4. Approval of Agenda
 5. Approval of Previous Minutes
 6. Public Comment (pertaining to agenda items only, limited to 5 minutes)
 7. Presentations (limited to 20 minutes)
 8. Business
 9. Public Comment
 10. Commissioner Comment
 11. Adjournment
- R15-2 **Complex or controversial issues may be discussed by the Committee prior to being introduced in the form of a motion. The Chair may declare the floor open for debate prior to a motion if no member objects. If there is an objection, the Chair shall call for a vote. A majority vote of the Committee shall sustain the Chair. Any motion (s) arising from such debate shall be reduced to writing prior to being voted upon, upon the request of any member.**
- R15-3 **Committee Members attending authorized conferences, seminars, etc. shall be reimbursed mileage, meals and lodging at the Menominee County Board of Commissioners rate stated in the bylaws of the County board. All applicable conference fees shall be paid in advance by the County when possible. Lodging shall be reimbursed at actual cost not to exceed the room rate at the conference headquarters hotel. Lodging necessary enroute to or from a conference shall be reimbursed at actual cost not to exceed the rate listed in the current bylaws of the Menominee County Board of Commissioners. Travel costs will be reimbursed at the IRS rate per mile for personal automobile or at actual cost for commercial carriers. Any travel allowances advanced in excess of actual cost shall be reimbursed to the County. Meals not included in conference fees shall be paid in accordance with County policy.**
- R15-4 **Committee members are responsible for submitting all of their own expenses including all meeting expenses. These expenses should be submitted to the County Administrator's Office.**
- R15-5 **Dissemination of Information. It shall be the policy of the Committee that all information pertaining to the business of the Committee obtained by individual committee members, shall be transmitted in a timely fashion to all Committee members so that they would be better able to make informed decisions. This information shall be made available to the County Administrator so that it may be included in the meeting packet. Committee agenda packets will be available to the public three (3) days prior to the meeting date.**

- R15-6 **Purchasing Policy.** The Twin County Airport Committee has no authority to make purchases. Purchases of five hundred dollars (\$500.00) or less can be made by the Airport Manager/Assistant Airport Manager. Any purchases greater than five hundred dollars (\$500.00) and up to five thousand dollars (\$5,000.00) the County Administrator must approve. Please refer to the Menominee County Bylaws, Board Rules, County Policies, and Charter of Standing Committees, ~ Purchasing Guidelines (P91-4).
- R15-7 **Credit Card Policy –** Please refer to the Menominee County Bylaws, Board Rules, County Policies, and Charter of Standing Committees ~ Credit Card Policy P98-3.
- R15-8 **Committee Communications.** It shall be the policy of the Committee that the official spokesperson of the Committee shall be the Committee's Chairperson or the County Administrator.
- R15-9 **Public Comment.** It shall be the policy of the Committee that all meetings of the Committee come under the jurisdiction of the Michigan Open Meetings Act that the following rules apply: speakers shall identify themselves and if representing a group, the name of the group, and shall state their address; a speaker shall be limited to five minutes; only one speaker may address the Committee on behalf of a group; 30 minutes, if necessary, shall be devoted to public participation during the appropriate times on the agenda; the Committee reserves the right to extend the above mentioned time limits; a member of the public can request permission to address the Committee relative to a particular item on the agenda at the time is being considered by the Committee or a Committee member can yield the floor to a member of the public, under the constraints of the above mentioned time limits; these rules shall be available on the Menominee County website at www.menomineecounty.com.
- R15-10 **Committee Member Compensation –** Compensation will follow Menominee County Board of Commissioners compensation structure and rules.

NOTE: The Twin County Airport Committee shall follow all rules (not addressed here) as set forth by the Menominee County Board of Commissioners. Please refer to the Menominee County Bylaws, Board Rules, County Policies, and Charter of Standing Committees.

Twin County Airport Committee Charter

The Twin County Airport Committee is an advisory committee with the purpose of providing advice, direction and recommendations to the Airport Manager/Airport Assistant Airport Manager, County Administrator and the Menominee County Board of Commissioners. The Committee has no final authority or responsibility for final policy making or administration.

Responsibilities of the Twin County Airport Committee are as follows:

1. Recommend objectives and goals of the Twin County Airport
2. Recommend rules and policies governing the Twin County Airport
3. Recommend annual and long term financial plans
4. Recommend establishing and maintaining an effective public relations program
5. Recommend establishing and maintain an effective public use program
6. Recommend short-term and long-term planning necessary to develop and maintain facilities and services to meet the needs of the county.
7. Encourage economic development within the Twin County Airport
8. Recommend a Twin County Airport fee structure
9. Act as a mediator between citizens and management disputes
10. Receive public input on the Twin County Airport
11. Annually recommend revisions to the Twin County Airport Capital Improvement Plan
12. Work with the aeronautic engineering firm to determine capital projects and maintenance schedules.
13. Review the Financial of the Twin County Airport

The Twin County Airport Committee shall follow all Charters, rules and policies and Bylaws as set forth by the Menominee County Board of Commissioners.

**Twin County Airport
Preliminary Land Release Request**

Final: May 2016

Prepared by

**Mead
& Hunt**

1. Preliminary Land Release Request – for MDOT Aero Consideration

Menominee County (Sponsor) wishes to coordinate with the Michigan Department of Transportation (MDOT) Office of Aeronautics (AERO), and ultimately the Federal Aviation Administration (FAA), regarding the potential to release vacant land at the Twin County Airport (MNM or Airport) from aeronautical use and/or Airport ownership. The County is interested in working with MDOT AERO and FAA to determine the feasibility of releasing Airport property before taking any further action. This document is submitted to MDOT AERO for preliminary consideration and comment; at this time, it does not represent a formal land release request.

This preliminary document has been prepared in accordance with the *MDOT AERO Guidelines for Land Releases* based on readily available information. No specific tenant or buyer has been identified for any of the subject areas.

Should MDOT AERO and FAA determine that release of the subject areas is appropriate conceptually, a written Letter of Intent (LOI) to release, which document this determination, is requested. Once this is provided, the Airport and Sponsor would look for interested tenants/buyers and, if found, complete and submit formal land release requests. Formal land release requests, including appraisals, surveys, and additional environmental analysis, could be developed for MDOT AERO and FAA consideration on a case by case basis as individual buyers/tenants are identified.

2. Purpose of Future Release (if requested)

The Twin County Airport, located in Menominee, Michigan, desires to be as self-sustaining as possible. To this end, Menominee County is interested in revenue-generating opportunities at the Airport to operate, maintain, and improve the facility.

The Airport recently experienced a change in ownership which impacts its available financial resources. Until recently, MNM was owned and operated jointly by Menominee County of Michigan and Marinette County of Wisconsin. In early 2016, Marinette County withdrew from the governing Airport Commission and was absolved of fiscal and management responsibility for the facility. This transformation from a facility supported by two counties to a facility solely operated by one county decreased the financial resources available to operate, maintain, and improve MNM.

One potential revenue source for MNM is the lease or sale of Airport property for use by another party. In order to lease or sell Airport property, the land must be released from aeronautical use and/or Airport ownership consequently, a release must be authorized by MDOT AERO and FAA. The purpose of any future release(s) would be to generate revenue for the Airport to support its efforts to be self-sustaining and to offset the discontinuation of funding by Marinette County.

Twin County Airport - Preliminary Land Release Request

The Airport would maintain right for flight over these areas and include height and other restrictions in the terms of the leases or sales and through an aviation easement on each parcel that may ultimately be released. The Airport would include the restrictions outlined in the MDOT Guidelines for Land Release, Concurrent Uses, and Non-Aeronautical Agreements and FAA Policy and Procedures Memorandum No. 5190.60 Appendix 3 dated June 14, 1994 or any others identified by the FAA and MDOT AERO in the LOI in the leases or deeds conveying the property.

3. Property Considered for Release

The County has identified six vacant areas of property, shown in **Figure 3-1**, which are no longer needed by the Airport for Aeronautical use and could potentially be released from obligation to use them in this manner. Information about the location and size of each area are provided in **Table 3-1** below. These areas were identified on the most recent update of the Airport Layout Plan (ALP).

Table 3-1: Areas Considered for Release

Area #	Area Name	Size	Location
1	22nd Street	2.0 acres	North of terminal parking lot along 22nd Street
2	18th Avenue	2.8 acres	South of Runway 32 along 18th Avenue
3	West Drive	17.7 acres	West of Runway 32 along West Drive
4	SP 2 Drive North	13.5 acres	West of Runway 21 along SP 2 Drive (1 of 2)
5	SP 2 Drive South	17.5 acres	West of Runway 21 along SP 2 Drive (2 of 2)
6	38th Avenue	21.4 acres	East of Runway 21 along 38th Avenue

Due to the preliminary nature of this evaluation, boundary surveys and legal descriptions were not developed for these areas; however, these would be developed for a full land release request as each parcel is considered.

4. ALP Considerations

The Sponsor understands that development of land released from aeronautical use or airport ownership cannot conflict or be incompatible with Airport development or activities. The proposed release and subsequent lease or sale of these areas will not impact future development at the Airport. The areas proposed for release are currently vacant. Future use of these areas would be compatible with flights, security, maintenance, and other airport activities. Leases or deed(s) conveying the property, if sold, as well as standalone aviation easements would include height limitations in conformance with FAR Part 77 surfaces and control development.

The areas proposed for release are designated "Future Land Release" on the current draft Airport Layout Plan (ALP) developed by URS (see **Figure 3-1**). The current draft Airport Layout Plan (ALP) is pending review and approval by MDOT AERO.

A building restriction line (BRL) denotes areas on an airport where structures can be located and be compatible with airfield operations. The BRL is measured from each runway centerline outward in a perpendicular direction and are established to accommodate airport buildings while protecting the airfield's surfaces. Based on the draft ALP, the majority of the areas considered for release are outside the BRL. Only Area 4 (SP 2 Drive South) and Area 5 (SP 2 Drive North) are bisected by this line, which means there may be height restrictions on possible development in those areas. The BRL currently limits buildings to 35' in height in the current location shown on the ALP.

5. Land Acquisition Considerations

Some of the parent parcels of the areas considered for release were acquired without federal funds, including the parent parcels for proposed land release areas 1, 2 and 3. The parent parcels for proposed land release areas 4, 5 and 6 were acquired with Federal funds. Since the proceeds from the lease or sale of property acquired with federal funds must be used in accordance with FAA policy; MNM would comply with this requirement if full releases are requested, approved, and executed. Information about the original conveyance of each area is summarized in **Table 5-1** below.

Twin County Airport - Preliminary Land Release Request

Table 5-1: Parcel Conveyance Information

Land Release Area # and Name	Land Release Area	Instrument of Title	Reimbursement Under Federal Project Number	Conveyed Area	Date Acquired
1 - 22nd Street	2.0 acres	Parcel 1A: Quit Claim Deed from City of Menominee	N/A	120.0 acres	10/3/1941
2 - 18th Avenue	2.8 acres	Parcel 1B: Warranty Deed from Fairland Company	N/A	140.1 acres	7/1/1940
3 - West Drive	17.7 acres	Parcel 1B: Warranty Deed from Fairland Company	N/A	140.1 acres	7/1/1940
		Parcel 7: Quit Claim Deed from Fairland Company	N/A	15.4 acres	9/2/1947
4 - SP 2 Drive North	13.5 acres	Parcel 26: Warranty Deed from Stanley Wood, ETUX	9-20-031-6004	20.0 acres	3/14/1960
		Parcel 233: Judgement for Settlement from Dorothy Wood	9-26-0065-05	40.0 acres total	4/30/1982
		Parcel 234: Warranty Deed from Earl E. Bramschreiber, JR., ETA	9-26-0065-05	60.0 acres total	7/6/1982
5 - SP 2 Drive South	17.5 acres	Parcel 240: Warranty Deed from Alnina Rynning	9-26-0065-06	39.2 acres	12/14/1981
6 - 38th Avenue	21.4 acres	Parcel 247: Warranty Deed from Douglas L. Gallow, ETA	9-26-0065-06	92 acres total	4/22/1982

6. Land Reuse Considerations

The proposed reuse of the property is yet to be determined. The future use of the subject areas will be determined, in part, by the mechanism of conveyance (lease or sale) and by the nature of the tenant or buyer. To date, the Airport has not had communication with potential renters, potential buyers, an appraiser, or a realtor. The Sponsor understands that the reuse of these areas would need to be compatible with airport activities and environs.

Other land reuse considerations include the value of the property and the Airport's fence. Fair Market Value appraisals were not developed for these areas under this preliminary effort. Should the County request a full land release, Fair Market Value appraisals will be developed and included in the full release request for each parcel.

The Airport has an existing perimeter fence. Some of the areas are inside this fence while others are located on the outside. Based on the proposed future use of these areas, the fence may need to be realigned/adjusted to maintain the Airport boundary and provide access to the released areas.

Additional land reuse considerations include those related to potential environmental and community impacts of any proposed reuse. Such constraints and compatibilities are discussed in more detail in **Section 7 – Environmental Considerations**.

7. Environmental Considerations

A cursory environmental review was conducted for this preliminary land release package. This review was completed to identify potential environmental impacts that reuse of the property could create. **Figure 7-1** shows the location of the properties proposed for release on an aerial photograph of the area.

A formal land release request, if developed for individual parcels, is expected to require at least a Simple Written Record of a Categorical Exclusion (CATEX). No resource agency coordination was completed at this stage; however, coordination with the agencies may be required under a full land release request.

Table 7-1 summarizes the findings of this preliminary environmental review. More detailed information is available in the **Environmental Considerations Appendix** to this document. Development on each of the areas is not anticipated to have impacts to environmental resources or if any are identified they are anticipated to be such that they could be avoided, minimized, or mitigated. Based on preliminary review, none of the areas had the potential for significant impacts to environmental resources.

Twin County Airport - Preliminary Land Release Request

Table 7-1 – Environmental Considerations Summary

Resource Category	Area Considered for Release					
	1 - 22nd Street	2 - 18th Avenue	3 - West Drive	4 - SP 2 Drive North	5 - SP 2 Drive South	6 - 38th Avenue
Historic and Cultural Resources	None within the area considered for release. Local resources are likely to be impacted by the development and reuse of the area.					
Department of Transportation Act, Section 4(f) Properties	None within the area considered for release. Local resources are likely to be impacted by the development and reuse of the area.					
Land and Water Conservation Fund Act, Section 6(f) Lands	None within the area considered for release. Local resources are likely to be impacted by the development and reuse of the area.					
Coastal Resources	None within the area considered for release. Local resources are likely to be impacted by the development and reuse of the area.					
Biological Resources	Protected species may be present in local area. Site specific survey may be needed prior to development/construction.					
Farmlands	No	Yes	Yes	No	Yes	Yes
Land Use						
Jurisdiction	City of Marietta	City of Marietta	City of Marietta	City of Marietta	City of Marietta	City of Marietta
Land Use and Zoning	Yes	Yes	No	No	No	Yes
Relocations	No relocations are required as the release is of vacant land.					
Surface Transportation Access	Direct	Direct	Direct	Direct	Limited	Direct
Noise Sensitive Areas	Yes	Yes	Yes	Yes	None identified	Yes
Light Emissions and Visual Impacts	While no development and reuse of these areas would introduce new light sources, the assessment of these impacts are not expected to be significant.					
Socioeconomic	The City of Marietta and Marietta County are both economically depressed areas with a high unemployment rate. The release of these areas for development and reuse may provide additional employment opportunities and generate revenue in the Marietta area.					
Solid Waste	A landfill is required to accept non-hazardous waste generated by the development and reuse of these areas.					
Air Quality	Marietta and Marietta County are both in the unmetropolitan statistical area.					
Water Resources						
Wetlands	No	No	Yes	No	No	Yes
Floodplains	No	No	No	No	No	Yes
Surface Waters	Yes	No	Yes	No	No	No
Drinking Water and Water Service	No City Water	No City Water	Yes Groundwater wells	Yes Groundwater wells	Yes Groundwater wells	No City Water
Hazardous Materials	No sources of hazardous materials were identified on the property considered for release, further assessment may be required pending a release request and while preparing for any real estate transactions.					
Table Key:						
No anticipated impacts to resource category						
Potential impacts to resource category and/or further assessment may be required						
* - The roadway serving Area 6 may not be maintained and may require improvement to provide access.						

8. Conclusion

The proposed release from aeronautical use and resulting lease or sale of these areas provides a potential "win-win" situation for the County and the area. The Airport could obtain a revenue source from previously non-revenue generating land and the local community may gain real estate for development. The lease or sale of these parcels would be based on fair market value and the revenue would be dedicated to airport use.

Following careful consideration of the facts presented herein, if the concept of releasing some or all of these areas from aeronautical use or airport ownership is acceptable to MDOT and FAA, a Letter of Intent (LOI) to release is requested by the County. This would allow the Sponsor to negotiate with potential development interests in good faith, knowing that the likelihood of receiving a favorable response to a land release request is more likely than moving forward without the LOI. This is anticipated to create a friendlier environment for development.

9. Next Steps

This preliminary request for a LOI is a sounding board to see if the FAA considers any of the parcels acceptable for release from aeronautical use and lease to a third party. Receipt of a response from FAA will identify which parcels the County can actively market to interested parties and provide a general assurance that the FAA will consider approval of release and lease of such parcels so long as the use is compatible with the operations of the Airport.

If a LOI is provided by the FAA, the County can begin looking for appropriate parties to lease each individual parcel listed in the LOI. Once an interested party is found, the County will need to request final approval from the FAA. At that time, the County would provide a copy of:

- a parcel specific release request
- a proposed lease
- a Fair Market Value appraisal and calculations showing how the lease fees were determined
- a boundary survey for the area encumbered by the lease
- a specific environmental review of the intended use and property

The FAA will review each individual request and the above documents and determine whether the proposed release and lease are acceptable. The FAA may request additional information to make this determination. If the FAA approves the release of a parcel, the County can proceed with its lease and use. The Airport's Exhibit A map will also need to be updated to reflect any property released.

**Twin County Airport
Preliminary Land Release Request
Environmental Considerations Appendix**

Final: May 2016

Prepared by

**Mead
& Hunt**

The following information summarizes the general findings related to environmental considerations for the possible release of land from the Twin County Airport for non-aeronautical uses. These findings are not meant to provide an exhaustive assessment at this point in time, but are more focused on establishing the foundation from which a more robust evaluation may be made, should the FAA and MDOT AERO issue a Letter of Intent (LOI) to release the property and then the Sponsor actually pursue a formal release of any or all of the subject parcels. This assessment was conducted to identify any immediate concerns that may impact the ability to issue the requested LOI.

A. Historic and Cultural Resources

Historic and cultural resources are sites and facilities which reflect the past and present elements of human culture. These resources are important to a community and are often protected from impacts.

A review of the National Park Service's online database indicated there are 11 properties in Menominee County listed on the National Register of Historic Places. The addresses of these properties (where available) were compared to the location of MNM and the areas considered for release. No above-ground historical reconnaissance or below-ground archeological surveys were conducted under this preliminary effort. None of the listed historic places are on or adjacent to Airport property; the closest historical resources are in the downtown area of Menominee. As a result, impacts to historic and cultural resources from the proposed release and reuse of the subject areas are not anticipated.

B. Department of Transportation Act, Section 4(f) Properties

Section 4(f) properties, such as publicly owned parks, recreational areas, wildlife and waterfowl refuges and historic sites, are protected under Section 4(f) of the US Department of Transportation (DOT) Act of 1996. Use or taking of 4(f) lands is not permitted unless there is no other feasible or prudent alternative available.

Menominee County and the City of Menominee operate several parks in the Menominee area. The majority of these parks are situated along the Menominee River and the Lake Michigan shore, each at more than a half mile from the Airport. The City's Water Tower Park, which features a playground, tennis courts and ball fields, and a pavilion, is located just east of the Airport as shown in **Figure B-1**.



Figure B-1
City of Menominee Water Tower Park
Map Data © 2016 Google

There are no established wildlife or waterfowl refuges in the Menominee area. For information on historic sites, please see **Section A – Historic and Cultural Resources**.

Due to the distance from the Airport to the area parks and historic sites, no impacts to these resources are anticipated from the development and reuse of the areas considered for release.

C. Land and Water Conservation Fund Act, Section 6(f) Lands

Section 6(f) of the Land and Water Conservation Fund Act of 1965 provides funding for public recreational lands. Section 6(f)(3) of the Act prevents conversion of the lands purchased or developed with such funding to non-recreation uses unless approved by the Secretary of the Interior through the National Park Service.

The United States Department of the Interior National Park Service (NPS) Land & Water Conservation Fund database lists 14 grants for Menominee County. These grants include some of the parks discussed in **Section B – Department of Transportation Act, Section 4(f) properties**. None of the grant funded lands are included within the Airport boundary, consequently, the development and reuse of the areas considered for release are not expected to impact Section 6(f) lands.

D. Coastal Resources

Coastal resources are the natural resources which are found within coastal waters and shore lands. The Michigan Department of Environmental Quality (DEQ) administers the Michigan Coastal Zone Management Program (CZM).

According to the Menominee County Coastal Zone Boundary Map for Menominee Township and the City of Menominee, MNM is located outside of the Coastal Zone Management Boundary and the Coastal Zone Management Area. None of the six (6) areas considered for land release are included in the CZM; the closest point from airport property to the Coastal Zone Management Boundary is about one-quarter mile. Impacts to coastal resources are not anticipated from the proposed release and reuse of the subject areas.

E. Biological Resources

Biological resources include plants (vegetation), animals (wildlife) and the habitats where they occur. Habitats are the resources and conditions that support the existence of plants or animals in a particular area. Together, biological resources form ecosystems, which are dynamic and responsive to changes in the environment, whether natural or human-induced. Biological resources provide aesthetic, recreational and socioeconomic values to society and are valuable in their own right. Accordingly, state and federal laws protect certain species and habitats of special significance.

At the federal level, the Endangered Species Act of 1973 (ESA) provides for the conservation of species that are endangered or threatened throughout all or a significant portion of their range, and the conservation of the ecosystems on which they depend. Under the ESA, species may be listed as either endangered or threatened based on their status on a national level. A species is considered endangered if it is in danger of extinction throughout all or a significant amount of its range. Threatened species are those that are likely to become endangered in the foreseeable future.

In addition to the ESA, the Migratory Bird Treaty Act (MBTA) of 1918 protects migratory bird species, including their eggs, nest, and parts.

Federally-listed threatened species that may be found in Menominee County include:

- Red Knot (*Calidris canutus rufa*)
- Dwarf Lake Iris (*Iris lacustris*)
- Canada Lynx (*Lynx Canadensis*)
- Northern Long-eared Bat (*Myotis septentrionalis*)

Federally-listed endangered species that may be found in Menominee County include:

- Hine's Emerald Dragonfly (*Somatochlora hineana*)
- Gray Wolf (*Canis lupus*)

The Michigan Natural Features Inventory (MNFI) maintained by the Michigan State University Extension tracks threatened and endangered species at the state level.

State-listed endangered species that may be found in Menominee County include:

- Small round-leaved orchis (*Amerorchis rotundifolia*)
- Dwarf milkweed (*Asclepias ovalifolia*)
- Shooting star (*Dodecatheon meadia*)
- Black sandshell (*Ligumia recta*)
- Hickorynut (*Obovaria olivaria*)

Sixteen state-listed threatened species may be found in Menominee County, including:

- Lake sturgeon (*Acipenser fulvescens*)
- Slippershell (*Alasmidonta viridis*)
- Western mugwort (*Artemisia ludoviciana*)
- Walking fern (*Asplenium rhizophyllum*)
- Red-shouldered hawk (*Buteo lineatus*)
- Calypso or fairy-slipper (*Calypso bulbosa*)
- Assiniboia sedge (*Carex assiniboinensis*)
- Purple wartyback (*Cyclonaias tuberculata*)
- Dwarf lake iris (*Iris lacustris*)
- Vasey's rush (*Juncus vaseyi*)
- Marsh grass-of-parnassus (*Parnassia palustris*)
- Beard tongue (*Penstemon calycosus*)
- Sweet coltsfoot (*Petasites sagittatus*)
- Sauger (*Sander canadensis*)
- Small skullcap (*Scutellaria parvula*)
- Compass plant (*Silphium laciniatum*)

Federally- and state-listed threatened and endangered species may be found in Menominee County, including on the areas considered for release. If a full land release is requested for each parcel, wildlife surveys to determine the presence or absence of protected species and coordination with the appropriate agencies would be conducted prior to development/construction in each area. Activities impacting nesting and roosting trees could be scheduled around nesting and roosting season for any migratory birds and protected bat species that may be in the area.

Pending wildlife surveys and coordination with the resource agencies, it is likely that any potential impacts to protected species from the release and reuse of the subject areas could be avoided and/or mitigated.

F. Farmlands

Farmlands, including pasturelands, croplands, and forests, can be protected by local, state or federal regulations if they are considered to be prime, unique, or of statewide or local importance. At the federal level, farmlands are protected by the Farmland Protection Policy Act (FPPA) which is administered by the National Resources Conservation Service (NRCS) under the United States Department of Agriculture (USDA). The NRCS maintains an inventory of prime and unique farmland in the United States.

The farmland classification of each area considered for release was determined using the U.S. Department of Agriculture (USDA) Natural Resources Conservation Service (NCRS) Web Soil Survey maps. The results of this analysis are shown in **Table F-1**; four (4) areas contained prime or locally important farmlands.

Area	Classification of Farmland
1 - 22nd Street	Not Prime Farmland
2 - 18th Avenue	Farmland of Local Importance
3 - West Drive	Farmland of Local Importance
4 - SP 2 Drive North	Not Prime Farmland
5 - SP 2 Drive South	Farmland of Local Importance and Prime Farmland if Drained
6 - 38th Avenue	Farmland of Local Importance

Projects which may impact farmland resources may be subject to review by the USDA NRCS, including the completion and submittal of Farmland Conversion Impact Rating form. The release of the subject areas will not result in impacts to farmland; however development and reuse of these areas could impact farmland resources. Based on the farmland classification of four of the areas proposed for release, coordination with the USDA NRCS may be required if development of Areas 2, 3, 4 and 6 would impact farmland property.

G. Land Use

Development projects can change land use patterns and have the potential to disrupt communities, require relocations, or degrade surface transportation levels of service. To determine the potential for land use impacts from the release and reuse of the subject areas, an evaluation of the land use compatibility with local land use controls and plans was completed.

(1) Jurisdictional Boundaries

The Airport is located within two political jurisdictions: the City of Menominee and Menominee Township. **Figure G-1** and **Figure G-2** below show the boundaries of the city and the township running through the Airport.

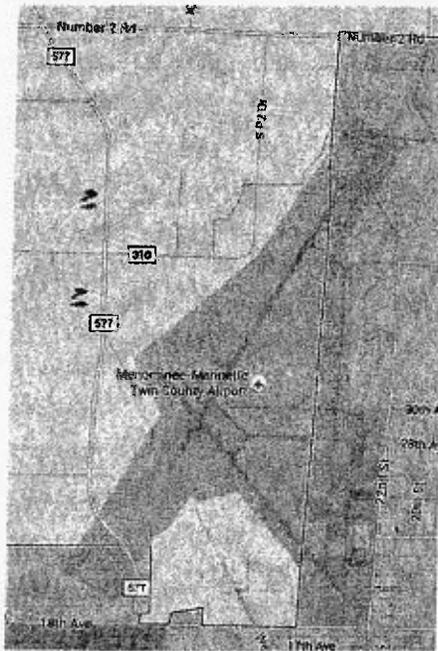


Figure G-1
City of Menominee Boundary at MNM
Map Data © 2016 Google

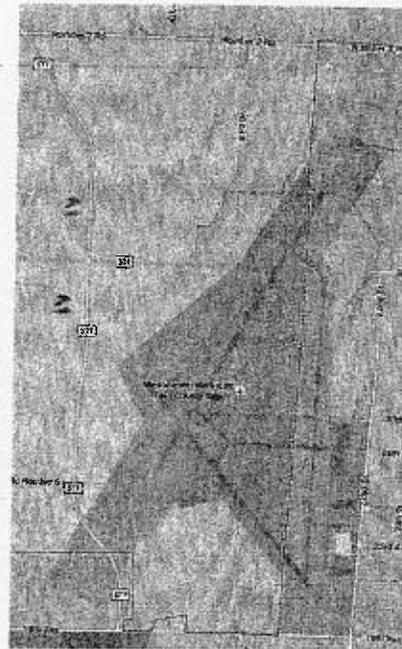


Figure G-2
Menominee Township Boundary at MNM
Map Data © 2016 Google

(2) Land Use and Zoning

Based on maps of the area, the property around the Airport is primarily used for residential purposes, especially to the east and south.

The City of Menominee has a zoning ordinance, and the subject areas that are within this jurisdiction are subject to this regulation. Per the City of Menominee, all Airport property within the city is currently zoned Public Lands (PL). In order for the subject parcels located in the city and zoned PL to be used for another purpose (for example, following the release from aeronautical use or Airport ownership), a special use permit would be required. Such a permit may be obtained through the Zoning Board of Appeals.

The areas considered for release could also potentially be rezoned to Industrial Park (M2) or General Industrial (M1), but the City may find this conflicts with residential land uses nearby. Menominee Township does not have a zoning ordinance in place; therefore, the subject areas under the township's jurisdiction are not subject to any such requirements.

Although the future use of the areas considered for release is undetermined at this time, it is expected that future development and improvement of these areas would comply with existing zoning controls and current land use patterns; therefore, new development could be undertaken that would be compatible with the existing communities and planned development.

(3) Relocations

The release and reuse of the six subject areas would not require any residential or business relocations as these areas are vacant and on Airport property.

(4) Surface Transportation

Some development projects have the potential to increase congestion, cause degradation of level of service, or permanently close any roads within or adjacent to the project area.

Table G-1 summarizes each area's access to the surface road network.

Table G-1 – Surface Transportation Access	
Area	Access
1 - 22nd Street	Direct access to 22 nd Street
2 - 18th Avenue	Direct access to 18 th Avenue
3 - West Drive	Direct access to West Drive (West Drive terminates in a cul-de-sac near the northwest corner of this area)
4 - SP 2 Drive North	Direct access to SP 2 Drive
5 - SP 2 Drive South	Limited access to W 38 th Road (Northeast corner of this area)
6 - 38th Avenue	Direct access to 38 th Avenue* (38 th Avenue terminates in a cul-de-sac near the southwest corner of this area) <i>*- This roadway may not be maintained and may require improvement to provide access to this parcel.</i>

The roads adjacent to the areas considered for release appear to be adequate to serve any future development and would not experience significant increases in congestion or degradation of levels of service, assuming that none of the parcels would be developed for uses that would be frequented by extensive truck traffic. A separate traffic study could be required should this become an issue with individual parcels at the time of a request for a full release. No roads would be closed due to the release and reuse of these areas.

H. Noise and Noise-Compatible Land Use

Noise is defined as unwanted sound which disturbs or interrupts routine activities. Noise sensitive areas are those where noise interferes with normal activities. These areas include residential, educational, health, religious structures and sites, parks, recreational areas, wilderness areas, wildlife refuges, and cultural and historic sites.

No noise contours were developed under this preliminary effort. Noise contours are not expected to be required for a full land release request given the activity level at the Airport and the nature of the proposed action (unlikely to cause changes to or increases in activity).

Based on maps of the area, the potentially noise-sensitive facilities shown in **Table H-1** and **Figure H-1** (next page) are located adjacent to or in proximity to an area being considered for release.

Area	Facility	Distance (approximate)	Direction
1 - 22nd Street	Residential areas	Adjacent	North East
	Resurrection Parish	0.25 miles	Southeast
	Saint John Paul II Catholic Academy	0.25 miles	Southeast
	Lincoln Elementary	0.25 miles	Southeast
2 - 18th Avenue	Residential areas	Adjacent	South West
	Menominee High School Athletic Fields	0.25 miles	East
	Menominee High School	0.5 miles	East
	Central Elementary School	0.5 miles	East
3 - West Drive	Residential areas	Adjacent	South West
4 - SP 2 Drive North	Residence (1)	Adjacent	West
5 - SP 2 Drive South	None identified	n/a	n/a
6 - 38th Avenue	Residential areas	Adjacent	East South

While there are some community facilities that may be considered noise-sensitive in proximity to the areas considered for release, these neighboring facilities already experience the noise effects associated with airport activities. It is unlikely that development of the areas considered for release would introduce new significant noise. Residential, recreational, agricultural, commercial and light industrial uses could be compatible with the uses around each area considered for release. During the development process, the Sponsor could actively work to attract those uses that may be more attractive to the neighboring residences and the Airport could consider this when evaluating tenants and buyers.

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Figure H-1
Noise Sensitive Land Uses
Map Data © 2016 Google

I. Light Emissions and Visual Effects

Lighting systems are required for the operation or occupation of facilities and residences. These systems can contribute light emission to the surrounding area.

The release and development of the subject areas could require the installation of lighting fixtures to illuminate parking lots, driveways, entrances, exteriors, and etcetera. These lighting systems may introduce new light emissions; however, the impacted neighboring parcels are already located in proximity to the Airport which has several lighting systems of its own. Therefore, it is unlikely that the development of the areas considered for release would introduce significant light impacts.

The development of the areas considered for release could also introduce new visual effects such as construction of facilities in previously vacant areas. This would change the aesthetics of the area; however, the area around the Airport is home to other businesses and it is unlikely that this would be a significant impact.

J. Socioeconomic Impacts

Major development projects can impact the socioeconomic conditions of the surrounding community and such projects have the potential to affect neighboring populations. Environmental justice requires the fair treatment of people of all races, cultures, and income levels, and stipulates that no group of people should bear a disproportionate share of the impacts of a project. The potential release and development of the six areas was evaluated for socioeconomic impacts.

Data from the U.S. Census Bureau analyzed for social and economic impacts, specifically to assess patterns in age, race, income and poverty of the area. **Table J-1** shows a comparison of socioeconomic characteristics of the City of Menominee, Menominee County, the State of Michigan, and the United States.

Table J-1: Socioeconomic Characteristics				
	City of Menominee	Menominee County	Michigan	United States
<u><i>Age</i></u>				
Persons under 5 years	5.6%	4.9%	6.0%	6.5%
Persons under 18 years	21.8%	21.0%	23.7%	24.0%
Persons 65 years and over	18.3%	19.1%	13.8%	13.0%
<u><i>Race and Hispanic Origin</i></u>				
Black or African American	0.4%	0.3%	14.2%	12.6%
American Indian and Alaska Native	0.9%	2.7%	0.6%	0.9%
Asian	0.5%	0.3%	2.4%	4.8%
Two or More Races	1.2%	1.2%	2.3%	2.9%
Hispanic or Latino	1.4%	1.2%	4.4%	16.3%
White	95.8%	94.5%	76.6%	63.7%

Table J-1: Socioeconomic Characteristics				
	City of Menominee	Menominee County	Michigan	United States
<i><u>Economy</u></i>				
In civilian labor force, age 16 years+	60%	58.2%	61.4%	63.5%
<i><u>Income and Poverty</u></i>				
Median household income (in 2014 dollars)	\$34,836.00	\$ 41,293.00	\$49,087.00	\$53,482.00
Persons in poverty	21.1%	14.5%	16.2%	14.8%

Based on 2010 census data, persons 65 years and over in Menominee County and the City of Menominee make up 19.1 percent and 18.3 percent of the population, respectively. This is higher than the overall rate in Michigan of 13.8 percent. Menominee County also has a higher percentage of American Indian and Alaska Native population than the state of Michigan. Menominee County is 2.7 percent American Indian and Alaska Native as compared to 0.6 percent in Michigan.

The median household income (based on years 2010-2014) in Menominee County is \$41,293 and \$34,836 in the City of Menominee. This is below the average median income in Michigan of \$49,087. The rate of poverty in the City of Menominee is at 21.1 percent.

The City of Menominee and Menominee County have age, race, income, and poverty characteristics which differ from the State as a whole; however, release and reuse of Airport property is not anticipated to have a negative or disproportionate impact on neighboring minority populations or income and poverty levels. The release and reuse of the six subject areas would not require any residential or business relocations as these areas are vacant and on Airport property. The release and reuse of these areas may provide additional employment opportunities and generate revenue in the Menominee area.

K. Solid Waste

Solid waste is discard material that falls into specific regulatory definitions; solid waste is regulated under the Resource Conservation and Recovery Act (RCRA).

The landfill that accepts waste from the Menominee area is located about four miles north of the Airport. This landfill is owned and operated by Waste Management, Inc. and is permitted to accept non-hazardous waste, including construction and demolition debris and municipal solid waste that may be generated by the reuse/development of the areas considered for release. This landfill appears to have capacity for on-going operation. Solid waste impacts are not anticipated from the release and reuse of these areas.

L. Air Quality

Air quality is the condition of the air in terms of pollutant concentrations. Air quality is regulated out of concern for human health, especially the health of children, the elderly, and those with certain health conditions. Poor air quality can also impact crops and other vegetation as well as buildings and other facilities. Air quality is regulated by the United States Environmental Protection Agency (USEPA) under the Clean Air Act (CAA) which includes standards for six air pollutants. The USEPA regulates these pollutants to permissible levels via standards called National Ambient Air Quality Standards (NAAQS).

Areas which have concentrations of the criteria pollutants under the NAAQS levels are designated at "attainment areas". Areas with concentrations of these pollutants above the NAAQS are termed "non-attainment areas". Nonattainment areas must implement plans to reduce pollutant levels to meet the standards. In addition, projects planned for non-attainment areas may be required conform to these plans under a requirement known as "General Conformity".

According to the Environmental Protection Agency (EPA) Green Book for Michigan Non-attainment /Maintenance Status list, Menominee County is in attainment for all criteria pollutants. Because air pollutants can easily travel, the status for Marinette County, Wisconsin was also checked against EPA non-attainment records. Marinette County also does not appear on the list and is not in a nonattainment area. The Air Facility System (AFS) database lists stationary sources of air pollution regulated by the EPA, state, and local agencies. There are six facilities in the AFS database located in the Menominee area.

Air quality monitoring and modeling were not completed for this initial effort; however, the release and reuse or improvement of the six areas of land are not expected to impact nonattainment status unless they are used for a purpose that creates significant point source air pollutants. Pending the nature of the development and proposed use of the areas considered for release, monitoring and modeling are not expected to be required under a full land release request given the past and foreseeable attainment status of Menominee County.

M. Water Resources

Water Resources are surface waters and groundwater which are important to ecosystems as well as the human environment. Analysis of impacts to water resources includes checking for disruption as well as changes to quality. Because wetlands, floodplains, surface waters, groundwater and other water resources are all connected within a larger system, this section includes a discussion of each of these elements.

(1) Wetlands

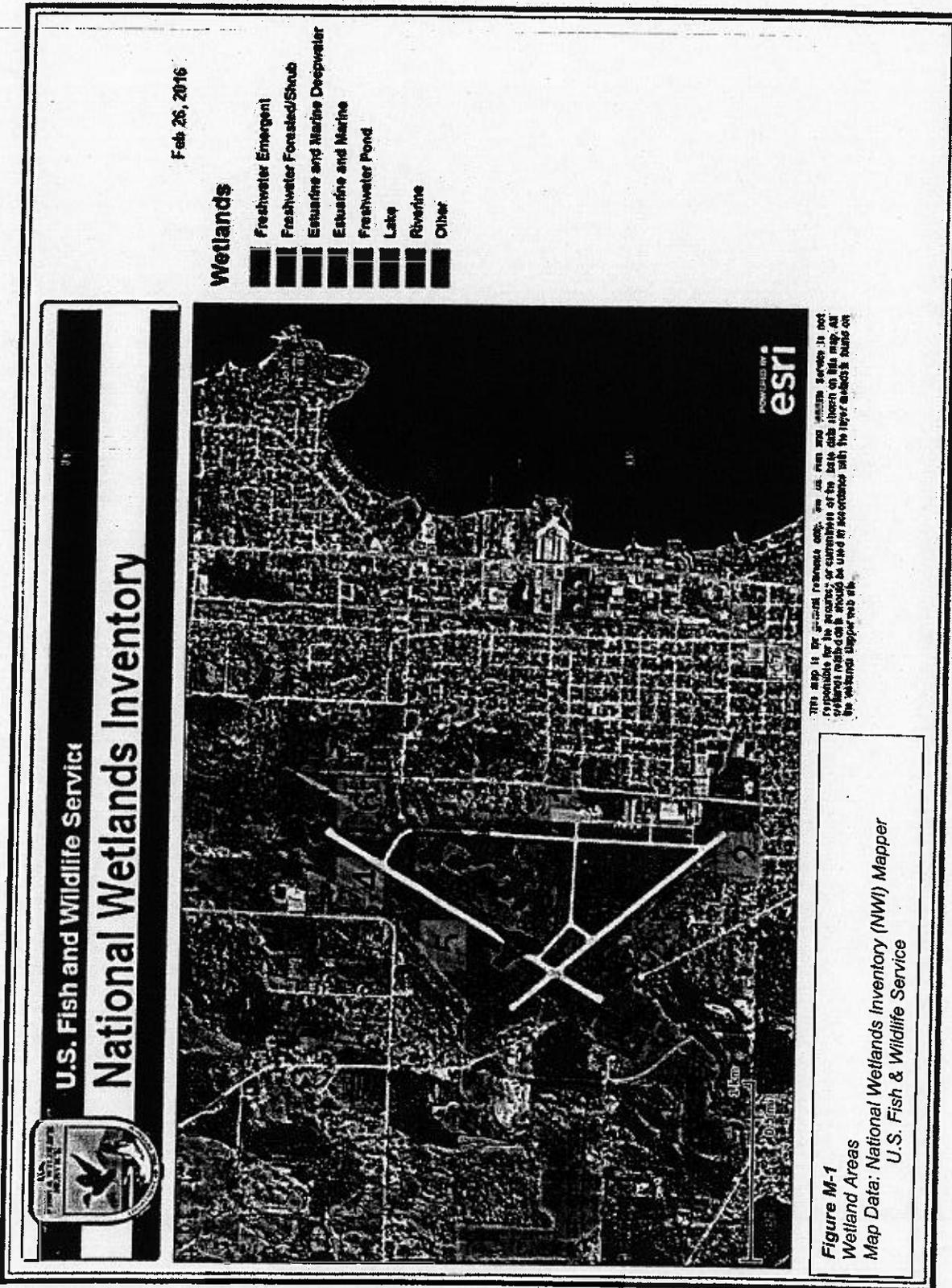
Wetlands are areas that support specific vegetation due to inundation or saturation by ground water. Sometimes these are called swamps, marshes, or bogs. Wetlands provide benefits to the natural and human environments that include habitat, water filtration, storage, and recreation.

There are several statues, regulations, orders, and other requirements related to wetlands. The Clean Water Act (CWA) regulates the discharge of pollutants into waters of the United States (including wetlands) and establishes a program to regulate discharge of fill material into such waters as well as requires projects not to violate water quality standards.

A water of the United States is considered a jurisdictional surface water or wetland under the CWA; however, not all surface waters are under the jurisdiction of the CWA; this determination is made on a case-by-case basis by the USACE. Non-jurisdictional wetlands are protected under Executive Order 11990, Protection of Wetlands.

Analysis of the National Wetlands Inventory (NWI) Mapper provided by the U.S. Fish & Wildlife Service indicates that two of the six areas of land considered for land release contain areas of wetlands (See **Figure M-1**). Area 6 (38th Avenue) has a Freshwater Forested/Shrub Wetland on the southwestern corner of the area. Area 3 (West Drive) has a Freshwater Emergent Wetland covering a portion of the southeast corner of the area. The other four (4) areas considered for land release do not contain wetlands, per the initial review.

Wetland delineation and agency coordination were not completed under this preliminary effort; however, some or all may be required to obtain approval of a full land release (if one is requested) beyond the LOI.



(2) Floodplains

A floodplain is a flat, low area adjacent to a stream, river, or creek which may be flooded during high water flow conditions. A 100-year floodplain includes the area that has a one percent chance of flooding in any given year. Projects within a 100-year floodplain are discouraged.

Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs) for the area on and around MNM were reviewed to determine if the six areas for land release are affected by areas of flood hazards. The following FIRMs were reviewed:

- 26109C0785D (Effective October 12, 2012) (See **Figure M-2**)
- 26109C0720D (Effective October 12, 2012) (See **Figure M-3**)

An examination of these maps indicates that Area 6 (38th Avenue) is almost entirely located in a Special Flood Hazard Area (SFHA) that is subject to inundation by the 1% annual chance flood (100-year flood). A very small portion at the southeast corner of this area, near the intersection of 38th Avenue and 22nd Street, is excluded from the flood zone. Due to this floodplain, this area may be ineligible or undesirable for development.

None of the other five properties considered for land release are located or affected by SFHAs or other categories of flood zones according the FIRMs.

(3) Surface Waters

Surface waters are typically lakes, ponds, rivers, streams, creeks, streams, and wetlands. Surface waters collect the water from precipitation which does not infiltrate the soil and instead flows across the land. Surface waters can be hydrologically connected to groundwater.

Aerial images and the current draft ALP were reviewed for evidence of water resources on and near airport property (see **Figure M-4**). The water features identified in the area are Hay Creek, Kirby Creek and an unnamed drain. Both Hay Creek and Kirby Creek drain into Lake Michigan. Two of the six areas considered for land release have water features adjacent to them (Area 5 and Area 6) and two of the six areas considered for land release have water features on the property (Area 1 and Area 3).

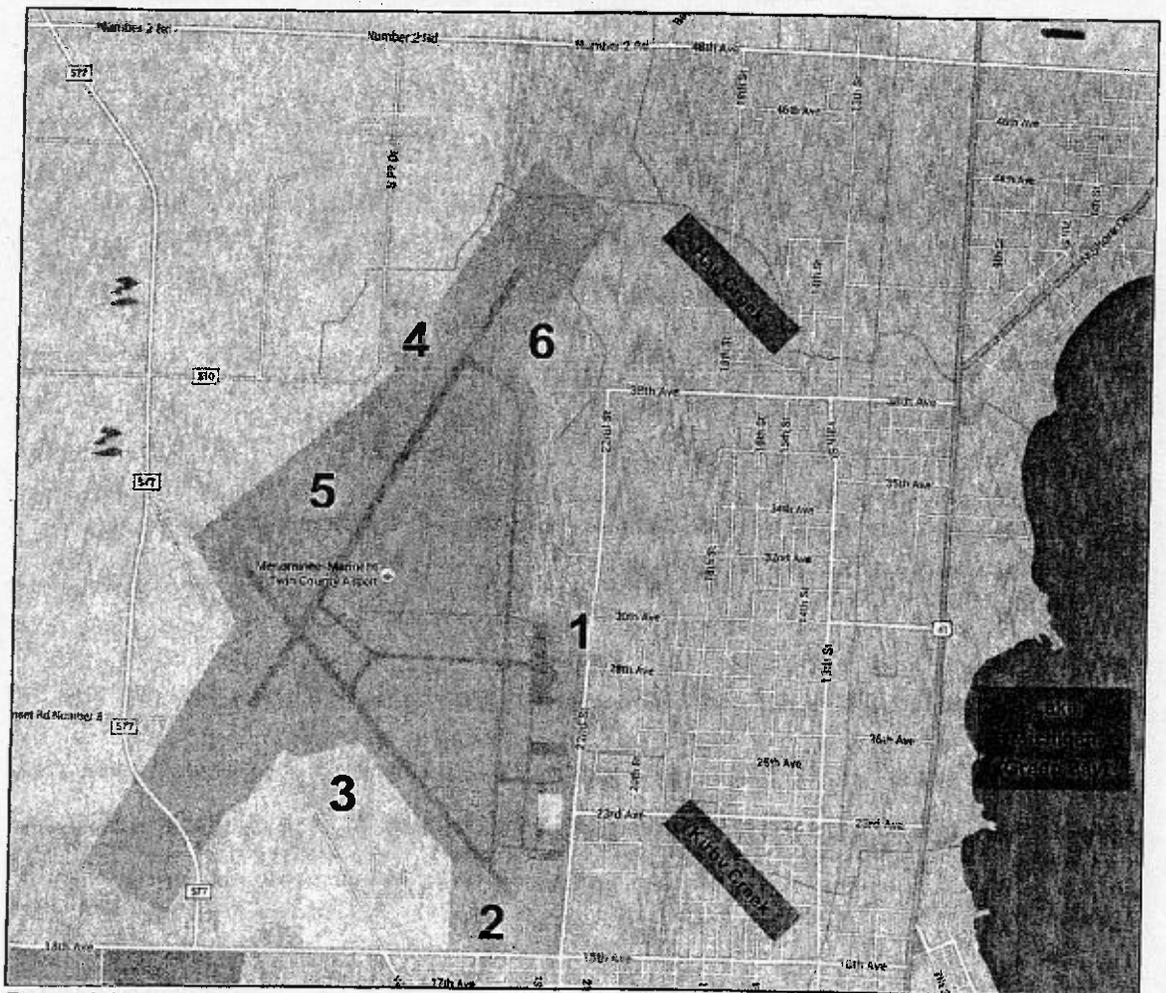


Figure M-4
Surface Waters
Map Data © 2016 Google

Hay Creek begins immediately northwest of the curve between West 38th Road and SP 2 Drive, west of the airport property boundary. Hay Creek then travels northbound along the west side of SP 2 Drive and Area 5 (SP 2 Drive North) before turning east and traveling on the land adjacent and directly north of Area 5. At this point Hay Creek enters airport property and travels northeast around the approach end of Runway 21 and exits airport property just north of Area 6 (38th Avenue). An unnamed water feature, a ditch along the east side of Runway 21, also travels adjacent to the west side of Area 6 and drains into Hay Creek near the north tip of this area. Although Hay Creek is adjacent to Areas 5 and 6, it does not enter onto either of these parcels.

Kirby Creek begins north of Taxiway 'A', east and north of the intersection of Runway 3/21 and Runway 14/32 and travels east under Taxiway 'B' and then enters an underground culvert immediately west of the terminal aircraft parking ramp. The underground culvert goes through the center of Area 1 (22nd Street), north of the terminal parking lot. Upon reaching 22nd Street the culvert travels south along the west side of the street until it is adjacent to the hangar complex south of the terminal. The culvert carrying Kirby Creek then turns east again off the airport property.

Drainage along the south side of Runway 14/32 combines into an unnamed water feature (creek or ditch) at a midfield location south of Runway 14/32. This unnamed water feature travels south directly through the middle of Area 3 (West Drive) located west of Runway 32 along and off of airport property.

The presence of surface waters on two of the areas considered for release does not prevent their development; however, these resources would need to be considered in planning each site layout and during construction activities. The development of these areas would be also subject to local stormwater regulations and best management practices to protect the quality of surface waters in the area.

(a) *Wild and Scenic Rivers*

Wild and Scenic Rivers (WSR) are certain rivers with outstanding natural, cultural, and recreational values; such rivers are protected under the National Wild and Scenic Rivers Act. The WSR System includes designated rivers which are managed by a federal or state agency. The National Park Service (NPS) also maintains a Nationwide Rivers Inventory (NRI) which lists rivers that possess one or more remarkable natural or cultural values judged to be significant to a locale or region. Under a 1979 Presidential Directive and Council on Environmental Quality (CEQ) procedures, federal agencies must avoid or mitigate actions that would adversely affect one or more NRI segments.

In Michigan, the Department of Natural Resources, (DNR), protects designated state rivers through the Natural Rivers Program.

The Menominee River and the Little River are in the vicinity of the MNM airport. The Menominee River passes less than one (1) mile south of the airport property, forming the border of Michigan and Wisconsin. The Little River is a tributary of the Menominee River and is about one and one-quarter (1 ¼) miles west of the airport.

These rivers are not part of the Michigan DNR Natural Rivers Program, nor are they designated for protection under the National Wild & Scenic River System.

The Menominee River is listed as part of the NPS NRI. However, only a 26-mile reach of the Menominee River is part of the NRI and the closest point of this reach is at Grand Rapids Dam (Wisconsin), approximately 15 miles north of MNM. Because the river flows from the north toward Green Bay, it is unlikely that changes in land use in the six areas considered for release would have an effect on the reach that is included in the NRI.

(4) Drinking Water and Water Service

The City of Menominee draws its drinking water from Green Bay of Lake Michigan. The areas of the Airport that are within the City are served by the city water system (as well as the city sanitary sewer system). The areas that are within Menominee Township are not served by city water and are likely using groundwater wells for drinking water.

A city water main lies along West Drive, around the Runway 3 approach end, and along Sunset Road. The city water system also serves the sprinkler systems in the terminal and an aircraft hangar at the Airport. A new fire hydrant was recently installed on 22nd street. The remaining areas of the airport and adjacent properties do not have access to city water on the property or nearby.

The areas considered for release which are within the city's jurisdiction may have access to city drinking water (and sanitary sewer). The areas that are in the township would require groundwater wells for access to drinking water. The development of any of the areas considered for release is unlikely to cause a significant impact to the quantity of water available in the area. The development of these areas would be subject to local stormwater regulations and best management practices to protect the quality of groundwater in the area.

N. Hazardous Materials

Hazardous materials are those which are capable of posing a risk to health, safety, and property, including hazardous wastes and hazardous substances as well as other materials. Hazardous materials are regulated under several statutes, including the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the Resource Conservation and Recovery Act (RCRA), the Clean Water Act (CWA), the Clean Air Act (CAA), and the Toxic Substance Control Act (TSCA). Development on or near property containing hazardous materials may require additional testing or mitigation prior to lease, sale, or construction.

Releases from leaking underground storage tanks (LUSTs) are a potential source of hazardous materials. In Michigan, the underground storage tank (UST) program is managed by the Department of Licensing and Regulatory Affairs (LARA). LARA is responsible for regulatory activities and oversight of the design, construction, installation, and maintenance of USTs containing regulated substances (including hazardous materials). Owners and operators of USTs

have to register each tank annually and are responsible for any corrective action and compensation for injury or property damage resulting from a tank release.

The Michigan Department of Environmental Quality (DEQ) and LARA maintain a database of LUSTs and USTs in the state. An open site is a location where a release has occurred and where corrective actions have not been completed to meet the appropriate land use criteria. There are ten open leaking underground storage tanks (LUSTs) release sites within a two mile radius of the Airport: five releases of gasoline/diesel and five of an unknown substance. A closed site is a location where a release has occurred and corrective actions have been completed to meet the appropriate land use criteria. There are six closed/resolved recorded releases from LUSTs within a two mile radius of the Airport: three releases of gasoline or diesel and three of an unknown substance. Two of these closed LUSTs are at the Airport.

There are also 15 underground storage tanks (USTs) in use within a three mile radius of the Airport, primarily along US Route 41 east of the Airport. The registered USTs and closed LUSTs are not expected to impact future development on the areas considered for release; however, more information about the potential impact of each LUST may be required for a full land release request or real estate transaction.

Other potential sources of hazardous materials include generators of hazardous waste. Specific hazardous waste generators are required to report to the EPA once every two years via a Biennial Report (BR). The data from the BRs is used to create a national hazardous waste report. The EPA EnviroFacts database lists one facility with BR requirement in the area: the City of Menominee. In the past, the City was required to provide a BR to the EPA due to generation of waste chromium.

In addition to the BR, per RCRA, all hazardous waste generators are issued a handler ID and are required to provide information about their activities to the state; the state, in turn, sends this information to the EPA. The EPA RCRAInfoSearch available in EnviroFacts provides information about facilities that generate hazardous waste as well as their compliance with regulations and any cleanup activities. EPA EnviroFacts lists 23 facilities in the RCRAInfoSearch database in the Menominee area, including the City of Menominee.

The Toxic Release Inventory (TRI) tracks the management of toxic chemicals that pose a threat to human health and the environment. Facilities within specific industries that manufacture, process, or use these chemicals in certain amounts must report on how they manage each chemical. The Toxic Release Inventory System (TRIS) is a database that contains information about facilities in the TRI. According to the TRIS in EPA EnviroFacts, there are four facilities in the TRI in the Menominee area.

The area South of Runway 3 (west of Area 3) was previously a landfill. This landfill is no longer active and was closed many years ago. An EnviroFacts database search did not generate results related to this landfill. More information about this facility, its closure and any on-going monitoring or remediation may be required under for a full release request or transfer of property.

Proximity to industrial facilities which are subject to environmental regulation (including closed landfills, facilities with underground storage tanks, hazardous waste generators, and facilities using specific chemicals) or that have had releases in the past, when taken alone, is not an indicator of

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potential hazardous waste impacts or other environmental concerns. Such facilities are heavily regulated and maintained in order to prevent potential issues and systems are in place to limit and mitigate the impacts of a rare release.

The presence of regulated facilities in the area is not expected to prevent or negatively impact the development of the areas considered for release. A more comprehensive Phase I Environmental Site Assessment (ESA) to identify hazardous materials impacts may be required to obtain approval of a full land release (if one is requested) and/or during preparation for any real estate transaction.

O. Summary

Table O-1 summarizes the findings of this preliminary environmental review. Development on each of the areas is not anticipated to have impacts to environmental resources or may have impacts that could be avoided, minimized, or mitigated. Based on preliminary review, none of the areas had the potential for significant impacts to environmental resources.

Table O-1 – Environmental Considerations Summary

Resource Category	Area Considered for Release					
	1 - 22nd Street	2 - 18th Avenue	3 - West Drive	4 - SP 2 Drive North	5 - SP 2 Drive South	6 - 38th Avenue
<i>Historic and Cultural Resources</i>	None within the area considered for release. Local resources unlikely to be impacted by the development and reuse of area.					
<i>Department of Transportation Act, Section 4(f) Properties</i>	None within the area considered for release. Local resources unlikely to be impacted by the development and reuse of area.					
<i>Land and Water Conservation Fund Act, Section 6(f) Lands</i>	None within the area considered for release. Local resources unlikely to be impacted by the development and reuse of area.					
<i>Coastal Resources</i>	None within the area considered for release. Local resources unlikely to be impacted by the development and reuse of area.					
<i>Biological Resources</i>	Protected species may be present in local area. Site specific survey may be needed prior to development/construction.					
<i>Farmlands</i>	No	Yes	Yes	No	Yes	Yes
<i>Land Use</i>						
<i>Jurisdiction</i>	City of Menominee	City of Menominee	Menominee Township	Menominee Township	Menominee Township	City of Menominee
<i>Land Use and Zoning</i>	Yes	Yes	No	No	No	Yes
<i>Relocations</i>	No relocations are required as the areas are all vacant.					
<i>Surface Transportation Access</i>	Direct	Direct	Direct	Direct	Limited	Direct
<i>Noise Sensitive Areas</i>	Yes	Yes	Yes	Yes	None Identified	Yes
<i>Light Emissions and Visual Impacts</i>	While the development and reuse of these areas would introduce new light sources and alter aesthetics, these impacts are not expected to be significant.					

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Table O-1 – Environmental Considerations Summary

Resource Category	Area Considered for Release					
	1 - 22nd Street	2 - 18th Avenue	3 - West Drive	4 - SP 2 Drive North	5 - SP 2 Drive South	6 - 38th Avenue
Socioeconomic	The City of Mendocino and Mendocino County have age, race, income and poverty characteristics which differ from the State as a whole. Release and reuse is not anticipated to have a negative or disproportionate impact on neighboring minority populations or income and poverty levels. The release and reuse of these areas may provide additional employment opportunities and generate revenue to the Mendocino area.					
Solid Waste	A landfill permitted to accept non-hazardous waste is located in the area and appears to have capacity to accept waste from development and reuse of these areas.					
Air Quality	Mendocino and Marin counties are both in attainment of all criteria pollutants.					
Water Resources						
Wetlands	No	No	Yes	No	No	Yes
Floodplains	No	No	No	No	No	Yes
Surface Waters	Yes	No	Yes	No	No	No
Drinking Water and Water Service	City Water	City Water	Groundwater wells	Groundwater wells	Groundwater wells	City Water
Hazardous Materials	No sources of hazardous materials were identified on the property considered for release; further assessment may be required pending a release request and while preparing for any real estate transactions.					
Table Key:						
No anticipated impacts to resource category						
Potential impacts to resource category and/or further assessment may be required						
* - The roadway serving Area 6 may not be maintained and may require improvement to provide access.						