



Transportation and Airport Committee Minutes

Thursday, January 15, 2009 – 1:00 p.m.
Gaylord Regional Airport 1100 Aero Drive
Gaylord, MI 49735

MINUTES

Chairman Glasser called the meeting to order at 1:00 PM.

Roll call – Present: Ken Glasser, Robert Harkness, Paul Liss,

Excused:

Others present: John Burt, Theron Higgins, Matt Barresi, Erma Backenstose,

Approval of Minutes

Motion by Commissioner Glasser to “approve the minutes of December 15, 2008.” Motion Carried.

Administrator’s Report

A. Airport Authority

Burt distributed a background paper created by Jeff Ratcliff covering statistics and information for several counties that are members of an Airport Authority. The Airport Advisory Committee will continue to research the issue prior to making any recommendations to the Transportation and Airport Committee.

B. Hangar Standards

Burt presented the draft Hangar Standards that have been recommended by the Airport Advisory Committee. Barresi talked briefly about painting and numbering hangars during warmer weather. This will be placed on the agenda next month for potential action on the item.

Director’s Report

A. Airport Manager’s Report

1. Airport Financial Report

Barresi presented the committee with an end of year 2008 Finance Report from BS&A software.

2. Muzyl Hangar Electrical Service

Barresi informed the committee that he had learned that the power source next to the new large hangar under construction by Mr. Muzyl did not have adequate electric service to operate the Hangar door when it is installed. Barresi will get with Consumers Energy to have a site survey done and an estimate of cost for a new line to be run underground to hangar. Additionally this would require Terminal Parking area lights to be re-configured to the new power source. Barresi will get back with the committee when all the estimates are received.

3. Gas Line

North County sent us the MISS DIG ticket from 5/23/05 showing that a survey of the construction site was done. Barresi will be forwarding it on to Atlas Gas and Oil Company who will most likely seek the cost of moving the line. Barresi will get back to the committee with the resolution

4. Ice Drags

The Ice Drags are scheduled at the airport on February 14 and 15. The event holders have asked to sell beer at the Ice Drags and the issue was discussed by those present in the area of security concerns, clean-up concerns and image concerns. Motion by Commissioner Glasser to allow liquor at the Ice Drags event. Motion did not carry.

B. Bus Manager's Report

1. Bus Financial Report

Higgins presented the committee with an up-to-date QuickBooks balance sheet from 1 Oct 08 through 15 Jan 09.

2. BS&A Information

Higgins informed the board the new BS&A software still was not fiscal year capable of tracking the bus system's financials correctly. Committee agreed both BS&A and QuickBooks will be utilized by the bus system until a decision if BS&A will be able to track on a fiscal year basis is made. The Committee will be updated by Higgins at the next meeting concerning the capability of BS&A.

3. New Year's Eve

Higgins informed the committee of the success of the annual New Year's Eve free bus service. 151 passengers were transported throughout the county. This year's service was promoted with Eagle 101.5 and supported by Biggby Coffee with free coffee to any patron who rode the bus. Higgins reported that it was a successful event again this year.

4. Annual Audit

The Committee was informed the Annual Bus System audit was 95% complete and a draft version will be available at the next Transportation and Airport Committee meeting.

5. FY10 Budget

Discussion of the FY10 Bus System budget was briefed by Higgins. The committee was informed that the budget is due to the state for approval by the end of February and it would be submitted to the full board for approval early in February. Higgins discussed the difficulty projecting budgets with fuel costs changing drastically, a realistic budget will be developed and adhered to.

Unfinished Business

A. The Bozzer Hanger.

The Bozzer hanger, named after the man who originally built it, was brought to the attention of the committee at last session by Commissioner Hyde who stated someone may wish to purchase this hanger from the County. Barresi stated the current use of the hanger is for rental space. The Hangar has six separate bays making up one large hangar. Three of the bays are fully rented from the County by individuals to store their aircraft. The remaining three are often used by transient aircraft owners for daily rent. Barresi recommends since the Bozzer Hangar is bringing in monthly revenue and that it also provides frequent daily revenue for transient aircraft that it should stay County owned. The Committee expressed agreement with Barresi's recommendation, but no formal vote was taken.

New Business

None

Committee Member Remarks

Commissioner Glasser: Requested Barresi develop a Mission Statement for the Airport and present it at the next committee meeting.

The next meeting date will be on Friday, February 13, 2009 at 9:00 am in Airport Conference Room.

The meeting was adjourned by Chairman Liss at 2:20 PM.