



Transportation and Airport Committee Minutes

Thursday, April 1, 2009 – 10:30 a.m.
Gaylord Regional Airport 1100 Aero Drive
Gaylord, MI 49735

MINUTES

Chairman Liss called the meeting to order at 10:31 a.m.

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

Others present: John Burt, Matt Barresi, Erma Backenstose, Jason Clark, Mike Deerfield

Approval of Minutes

Motion by Commissioner Glasser to “approve the minutes of March 12, 2009.” Motion Carried.

Director’s Report

A. Airport Manager’s Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee. Motion by Commissioner Glasser to accept the financial report. Motion Carried.

2. Atlanta Funds Utilization

Mr. Burt secured Atlanta’s \$450K to be transferred to Otsego County and Mr. Jason Clark of URS discussed ways to best spend the Atlanta money to improve the Gaylord Airport. Deerfield suggested some of the money should go to the creation of a new master plan. After all presented scenarios were discussed the committee determined it needed more information to make the best possible decision. Motion by Commissioner Harkness to have URS provide a cost estimate of refurbishment of the FedEx Hangar, the construction of an SRE building and the cost of a Master Plan. Motion Carried.

3. Airport Tier Advancement

Motion by Commissioner Glasser to request that MDOT change Gaylord Regional airport’s status to Non-Primary Commercial Service Airport. This change as a result of an estimated 2500 passenger boarding’s per year or greater. Motion Carried. Barresi to write letter of request to MDOT.

4. Airport Easement Request

Mr. Burt presented a Wolverine easement proposal of property along Townline Road. The easement would approximate an existing easement held by Breitburn. The County’s attorney is reviewing the proposed easement language as well as whether there is a legal issue with the proposed easement crossing the existing easement. Commissioner Harkness express the need to have the attorney’s explicit opinion before proceeding with the new easement. Motion by Commissioner Glasser, seconded by Commissioner Harkness, to present proposal to full board pending the concurrence of the County’s attorney. Motion Carried.

5. Annexation/City Sewer

Mr. Burt informed the committee that the overall stumbling block would be the adverse effects the annexation would have on the property tax of the airport hangar owners. In some cases this would result in doubling property taxes for hangar owners. Clark warned that hangar owners may need to pay for connecting hangars to sewer pipe and for removal of their septic tanks.

Motion by Commissioner Liss to turn over to the Airport Advisory for review and to report back to the Transportation Airport Committee. Motion Carried.

B. Bus Manager's Report- Not discussed but will be addressed at next meeting.

1. Bus Financial Report

Higgins not present but provided the committee with an up-to-date QuickBooks Trial Balance and Profit & Loss report as of 31 March 09.

Unfinished Business

A. Long Term Parking

Barresi informed the committee that he had written up a long term parking agreement that would be reviewed by our attorney. Barresi also added that the airport had no signs referencing any long term parking instructions and that the airport would rectify the problem. Mr. Burt presented the committee with the attorney's findings in the matter of Mr. Leitch's car and his request for damages to it. The letter from the attorney states that the airport and ARFF has some liability as a result of moving the car out of the parking lot without permission of the owner. Barresi informed the committee that several other long held practices at the airport were reviewed and as a result modified or stopped to prevent liability issues resulting from them. Mr. Burt will turn the matter over to the County's insurance company for payment.

The next meeting date will be on Thursday, May 14, 2009 at 9:00 am in Airport Conference Room.

The meeting was adjourned by Commissioner Liss at 12:08 p.m.