



Airport Advisory Committee Minutes

Tuesday, March 12, 2013 – 1:00 p.m.
Gaylord Regional Airport 1100 Aero Drive
P.O. Box 1396 Gaylord, MI 49734



MINUTES

Advisory President Deerfield called the meeting to order at 1:05 p.m.

Roll call – Present: Mike Deerfield, Jeff Ratcliffe, John Burt, Bill Muzyl, Tom Marker
Commissioner Paul Liss (ex-officio) Commissioner Ken Borton, Matt Barresi (Director)

Approval of Agenda

Motion by Ratcliffe to approve the agenda, Motion Approved.

Approval of Minutes

Motion by Mr. Burt to approve the minutes of February 12, 2013 Motion Approved.

A. Subcommittee Report

1. AAC Member Replacement

Deerfield asked if anyone had found potential candidates and Barresi introduced Tom Marker who wanted to see what the Advisory was about before asking the committee for consideration of appointment. Deerfield suggested that since this is a voluntary committee and people are sometimes overtasked in their other activities perhaps the Advisory should increase its membership to help ensure the turnout of a quorum. The Committee membership questioned whether the addition of a member would equate to one more person being needed to achieve a quorum. Mr Burt said he would look into the rules governing quorums look into the effects of adding another member.

2. Planning/Feasibility Study

Ratcliffe informed the Advisory that Explorer Solutions has completed forming the steering committee as part of the Phase II planning. Explorer has gathered together individuals from manufacturing, airports, MEDC, and the university to name a few. A meeting date is expected around the May 2013 timeframe.

3. Engineering Selection

Barresi briefed that the engineering selection process is complete and the committee chose Mead & Hunt as Gaylord Regional Airports new engineering consulting firm. Barresi has sent MDOT Aero all associated documentation for their file.

4. Flight Training

Deerfield briefed on the nine things for a successful flying school and commented that flying schools and flying clubs work hand and hand and that one is more likely to succeed if the other is also present at the airport.

B. Airport Manager's Report

1. SRE Building

Barresi stated that the SRE building should receive a certificate of occupancy by 22 March 2013 and that it was looking very good and will fulfill a long missing and much needed element of the airports operational ability.

2. Airshow

Barresi confirmed that the military's budget saving measures has ended most military participation in the 2013 airshow calendar. Barresi added that the Gaylord airshow was not built on military support so should not be affected too greatly. Also the Canadian military is not effected and there team the Skyhawks is still coming to Gaylord with a C-130 aircraft.

C. Open Discussion

1. Through The Fence (TTF)

Barresi stated that he had talked with MDOT at the airport managers conference about the TTF agreement progress and asked for a review of the Gaylord Draft. MDOT was currently working with an airport who had existing TTF operations in place and would most likely use their completed document as a template for other airports. A follow up phone call to MDOT resulted in much praise of the Gaylord TTF Draft and verbal approval with some minor changes to allow us to proceed with any TTF plans we may have. MDOT asked and Barresi agreed to allow MDOT to use the Gaylord template as an example.

2. Contract Fuel

Barresi followed up and briefed on the contract Jet A full program that offers reduced fuel costs for users. Muzyk had brought this up at last month's meeting and stated that he and others have often traveled out of their way to airports hosting this program. Barresi talked with AVFUEL at conference and they are planning to visit Gaylord before months end to explain the process and GLR will possibly consider implementation.

The next meeting date will be on Tuesday, April 9, 2013 at 1:00 pm in the airport conference room. The meeting was adjourned by Deerfield at 2:03.p.m.