



Transportation and Airport Committee Minutes

Thursday, July 14, 2011 – 09:00 a.m.
Gaylord Regional Airport 1100 Aero Drive
P.O. Box 1396 Gaylord, MI 49734

MINUTES

Commissioner Liss called the meeting to order at 09:00 a.m.

Roll call – Present: Paul Liss, Ken Borton, Doug Johnson

Others present: John Burt, Theron Higgins, Matt Barresi

Approval of Minutes

Motion by Commissioner Borton to approve the minutes of June 9, 2010. Motion Carried.

Approval of Agenda

Motion by Commissioner Liss to approve the agenda, Motion Carried.

A. Transportation Manager's Report

1. Bus Finance Report

Higgins provided QuickBooks balance sheet to the committee. Motion by Commissioner Liss to acknowledge report as shown. All in favor, Motion approved.

2. Dispatch Directive

Higgins developed an internal Directive for the County Bus Dispatch office to clarify issues relating to "No Show/3 minute wait" rule when dealing with children or students, and a general Customer Service directive pertaining to proper courtesies while dealing with customers on the phone.

3. Transportation Agreements Renewal/Approval

Higgins Recommended all Transportation agreements with local agencies be kept at the same cost rate for FY2012 except the NEMCSA Head Start agreement which has not be raised since the original agreement was made 3 years ago. A 4 percent increase should be applied to due fuel and administrative costs. Motion by Commissioner Liss to approve and forward increase in NEMCSA Transportation Agreement to the full board for final approval. All in favor, Motion approved.

4. University Center Transportation Route

Higgins provided the Committee information regarding a new route requested by the University Center in an attempt to increase student enrollment. Higgins informed the Committee that at this time, the County Bus cannot provide this service due to a lack of buses or spare buses. Higgins mentioned that the County Bus would table the request until 3 new buses arrive and revisit this much needed service request at that time.

B. Airport Manager's Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee. Motion by Commissioner Johnson to acknowledge the financial report. Motion Approved.

2. 2011 Air Show

Barresi stated that this year's 2011 Wings over Gaylord air show exceeded everyone's expectations and was a great success. The air show held true to its three primary goals which are: Give visitors one more reason to discover Gaylord and Otsego County, Provide our local residents an inexpensive family weekend here at home, Promote aviation to the public and future generations. Although the final tally for the cost of the show is not complete Barresi believes it will be close to paying for itself. Barresi thanked Mr Burt and the Commissioners for approving the planning of the 2012 air show. Since the cost of the show is very close to what the show made Mr Burt instructed Barresi when planning the 2012 show to look at ways of keeping the excitement we have created but saving some costs just in case the weather does not cooperate next year.

3. Ramp Rehab

Barresi provided an updated on the airports parking ramp rehabilitation project which started on 11 July 2011. The project will remove the old crumbling aircraft parking ramp and replace it with a new stronger one. The estimated completion date of the project is 45 days weather permitting. In addition to the new ramp construction started on the SRE building foundation and a "Fast Ride" paved road from the SRE building to the West Parking Ramp and Alpha Taxiway. Unlike past projects were the old discarded asphalt was buried on the airport property this old material will be reused as a crush and run perimeter road around the airport.

4. Airport Webcam

Mr Burt briefed on a plan to install a web camera at the airport much like what can be viewed on-line at the county building. Funding had already been set aside for the project which would increase public interest and knowledge of the airport in addition to allowing pilots an immediate visual assessment (IVA) of conditions on the ground. Mr Burt added that the Airport Manager and the County Administrator would have the ability to move the direction of the camera to public items of interest on the airport during day to day operations and special events. Motion by Commissioner Borton to proceed with the camera installation. Motion Approved.

The next meeting date will be on Thursday, Aug 11, 2011 at 9:00 am in the airport conference room.

The meeting was adjourned by Commissioner Liss at 10:02 am.