



Transportation and Airport Committee Minutes

Thursday, 14 November 2013 – 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 09:02 a.m.

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

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

Approval of Minutes

Motion by Commissioner Johnson to approve the minutes of Oct 10, 2013. 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 a QuickBooks balance sheet showing OCBS fund balance. Motion by Commissioner Liss to acknowledge report as shown. All in Favor, Motion Approved.

2. Union Negotiations

Higgins informed the Committee that the Teamsters Local 214 have a tentative agreement for a 1 year Contract, and that the negotiations went well with the Teamsters union.

3. Toys for Tots/Stuff the Bus/Shop with a Cop

Higgins mentioned to the Committee that the County Bus will be supporting these two annual events by providing a bus for Toys for Tots at Walmart on December 5th, and 3 Buses for Shop with a Cop on Saturday December 7th.

4. Audit Date Set

Higgins briefed the Committee that the Annual Audit date has been set for the County Bus. Andersen, Tackman LLC will begin the Audit on December 16th, and the Audit usually takes approximately 3 days to complete.

B. Airport Manager's Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the committee along with fuel sales graphs. Motion by Commissioner Borton to acknowledge the financial report. All in favor, Motion Approved.

2. Infrastructure Update

- Barresi updated the Committee that FedEx was going to move forward and rent the entire airport building of which they had at present only occupy part of.
- Barresi informed the committee that the self serve fuel pump has been problematic and can charge slightly more than the fuel that is dispensed. Barresi stated he would have the fuel tank experts reexamine the problem with the self serve pump equipment once again and added that the self serve pump has historically been a money pit to maintain with no lasting solution.
- Barresi stated that the airport was in need of a security camera maintenance agreement to adequately sustain the initial security investment in the system. This would include the installation of one additional camera to cover a blind spot in the system and protect the facility from theft and/or vandalism.
- Barresi identified a potential problem with the trees on Van Tyle Road exceeding the height of the beacon and possibly causing an aviation hazard in the future if not addressed. All present were in agreement that Barresi should contact a contractor to have the tops of the trees cut down. Barresi also expressed concern that this may kill the tree and might require the trees full removal at a later date. Barresi emphasized his desire to keep the esthetically pleasing tree barrier if possible.
- Barresi briefed on the status of reinstating the runway 9 ILS approach minimums. The ½ mile visibility approach was changed by FAA Survey Company to 1 mile by referencing outdated data. Barresi stated that he and our engineers have been in constant contact with FAA agencies to have this corrected. According to the last FAA communication they will reevaluate the problem in April of 2014. Barresi will continue to work to expedite this correction and not let it slip through any bureaucracy cracks.

3. MDOT Aero Map Meeting Lansing

Barresi detailed for the committee the plans for the next 3 years of FAA entitlement money spending for the airport. This includes Paint Marking, Exhibit (A) renewal and replacing Taxiway Pavement from the Ramp North to the EAA hangar

4. Turkey Trot

Barresi updated the committee on the final stages of the Thanksgiving Day Turkey Trot Race to benefit Toys for Tots and the Airshow. Over 60 people have pre-registered and many have used the on line pay option. Barresi stated the credit card pay option may be used for the airshow if it works well for this event. Based on past years it is estimated more than 250 people will run in this year's event.

The next meeting date will be on Thursday, Dec 12, 2013 at 9:00 am in the airport conference room. The meeting was adjourned by Commissioner Liss at 9:35 am.