



## Transportation and Airport Committee Minutes

Thursday, 13 Aug, 2015 – 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 – Paul Liss, Ken Borton, Doug Johnson  
Others present: John Burt, Theron Higgins, Matt Barresi  
Excused:

#### Approval of Minutes

Motion by Commissioner Borton to approve the minutes of 9 July 2015. 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 to the Committee, and mentioned that the BS&A Revenue and Expenditure Report had some formatting issues and he would email it out to the Committee members once it is formatted correctly. Motion by Commissioner Borton to Acknowledge the Report as shown. All in Favor, Motion Approved.

##### 2. Transportation Agreement Modification

Higgins Recommended to the Committee that a Three percent late fee for payment be added to the County Buses' Transportation Agreements. This change requires a motion of approval from the Transportation Committee. Motion by Commissioner Liss to add a Three percent late fee to all Transportation Agreements. All in favor, Motion Approved.

##### 3. Delinquent Industry

Higgins informed the Committee that one of his customers is 3 Months behind on their Monthly Transportation Agreement payments. Higgins had called the manager to see when payment would occur. The manager informed Higgins that they should be able to catch up soon. At present they owe the County Bus \$10,980.00 dollars as of August 2015.

#### **4. Roof Repair FY2016**

Higgins briefed the Committee that he submitted a Capital asset repair Grant for repairing the roof due to the plastic washers are dry rotted and causing leaks in the building. Higgins estimated the repair at \$110,000.00 dollars and submitted for the Grant accordingly.

### **B. Airport Manager's Report**

#### **1. Airport Financial Report**

Barresi presented the airports monthly financial reports to the Committee. Motion by Commissioner Liss to acknowledge the financial report. All in Favor, Motion Approved.

#### **2. Airshow Wrap Up**

Barresi provided the committee with the final numbers for the airshow cost and ending fund balance. He went on to give some early ideas as to what we could do for the 7<sup>th</sup> Annual Airshow now called Wings Over Northern Michigan Gaylord. Although many areas were talked about, all were in agreement that next year we should secure weather insurance as a precaution.

#### **3. Taxi lane Project**

Barresi briefed the committee on the completion of the taxi lane project which replaced the hangar taxi lane pavement north of the airport parking ramp and parallel to Aero Drive. He outlined cost associated with the project and the great cooperation he received from both the engineers and the contractor. Barresi then took the committee on a tour of the project to see the end results

The next meeting date will be on Thursday, 10 Sept 2015 at 9:00 am in the airport conference room. The meeting was adjourned by Commissioner Liss at 9:30 am and all in attendance toured the airport taxi lane project