



Transportation and Airport Committee Minutes

Thursday, 11 Dec, 2014 – 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
Others present: John Burt, Theron Higgins, Matt Barresi
Excused: Doug Johnson

Approval of Minutes

Motion by Commissioner Borton to approve the minutes of 13 Nov 2014. 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 for review. Motion By Commissioner Liss to Acknowledge Report as shown. All in favor, Motion Approved.

2. Full Time Mechanic Opening

Higgins informed the Committee that the County Bus is interviewing prospective mechanics to replace previous mechanic who resigned and moved to New Mexico. He mentioned that there were a couple great candidates to full this position.

3. State Representative Meeting

Higgins went to a meeting at the Charlevoix County Transit. The meeting was set up by MASSTrans Association with the intent to speak with our new State Representative Triston Cole. There were 7 other Transit agencies from Northern Michigan and the U.P in attendance. Triston Cole was eager to learn how Public Transit is funded and what our impacts on the Communities were. He was recently placed on the State Transportation Committee starting in January 2015 and He was very receptive to our needs and he will be a key point of contact while the transit funding issue goes through the legislative process in the future.

4. New Year's Eve Service

Higgins stated that the New Year's eve free bus service will continue this year. The service starts at 5:00 pm and goes until 3:00 am on Jan 1st. The Bus System will utilize 3 drivers and 1 Dispatcher. Higgins will be handing out flyers to all the local bars in the event someone needs a ride anywhere in the County.

B. Airport Manager's Report

1. Airport Financial Report

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

2. ARFF Addendum

Barresi presented a contract addendum to the committee that would allow the airport manager on limited occasions call in airport staff to help with or resolve a potential airport need. Unlike an established call out where the airport and ARFF share in the fee charged this would allow the airport employee to be paid even if it is not customer related. An example might be to help fix an obstruction to aviation or safe operation of the airport.

3. MAAE Update (Michigan Association of Airport Executives)

Barresi briefed the committee on his efforts producing the new Michigan wide airport newsletter for the MAAE and provided a copy to the committee.

4. Business After Hours

Barresi stated that the airport would be hosting for the fourth year in a row the January Chamber of Commerce Business After Hours event. Alpine Tavern and Eatery will provide the food and drinks and Alpine Propane will be paying for the band "The Cookies" to perform that evening. North Country Aviation financially contributed to the event also.

5. Airshow

Barresi gave a brief update on efforts and planning around the 2015 Wings Over Gaylord Airshow. Unfortunately the new jet truck was not unveiled at ICAS so we are still anticipating its formal press release.

6. Advisory Member Renewals

Mr. Burt informed the committee that several members' terms on the Advisory Board were up for renewal and would need to be voted in if they wished to serve another term. The members up for renewal were McCoy, Johnson, Deerfield and Matz. Mr. Burt stated we could vote them in pending receiving their application of intent. Recommendation was made by Mr. Burt to approve the above mentioned members for another term on the Advisory Committee pending written application confirmation of continued interest in serving. Motion by Borton to recommend to the full board the renewal of Advisory Committee applicants, if applications are received. All in favor, Motion Approved.

7. Ball Field & Exhibit A / ALP Update

Mr. Burt informed the committee that the transfer of the airport ball fields was proceeding and it was at present in the FAA's hands for finalization. The County would however make the funds transfer during this fiscal year. Barresi and Mr. Burt explained the newer issue of having the airports Exhibit A and Airport Layout Plan (ALP) possibly be accomplished so one reflects more accurately the other. A process last accomplished in 1992.

The next meeting date will be on Thursday, 15 Jan 2015 at 9:00 am in the airport conference room. The meeting was adjourned by Commissioner Liss at 9:35 am.