



Transportation and Airport Committee Minutes

Thursday, May 14, 2009 – 09:00 a.m.
Gaylord Regional Airport 1100 Aero Drive
P.O. Box 1396 Gaylord, MI 49734

MINUTES

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

Roll call – Present: Paul Liss, Ken Glasser, Robert Harkness

Others present: John Burt, Matt Barresi, Theron Higgins, Erma Backenstose, Jeff Ratcliffe,
Trish Brazil

Approval of Minutes

Motion by Commissioner Glasser to “approve the minutes of April 1, 2009.” Motion Carried.

Director’s Report

A. Airport Manager’s Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee and briefed on our efforts to capture the summer recreational flyers market by competitive fuel pricing and free lunch or dinner by JANS at the airport. Motion by Commissioner Glasser to “accept the financial report”. Motion Carried.

2. Infrastructure Updates

Barresi briefed the committee that underground power had been laid and was now providing power to the newly built hangar. Barresi stated that the runway expansion project and parking ramp extension would begin on July 6th but due to a re-interpretation by MDOT of funding allowances MDOT would only include the AWOS in the project if Otsego County could contribute \$4K to this project. Still a considerable savings from the projected \$30K. Based on the aeronautical safety need of the AWOS to be moved Mr. Burt made a recommendation to support the project utilizing contingency funds. Motion by Commissioner Glasser to “recommend to the Budget and Finance Committee to use contingency funds for the AWOS movement”. Motion Carried. Barresi briefed on additional safety measures taken regarding proper fuel storage and spill prevention in accordance with the NFPA and the DEQ.

3. Atlanta Funds Utilization

Barresi briefed the committee that after discussion with our engineering firm and assessing the possibilities coupled with the airports immediate needs. Barresi recommended to the board that the money be used for a Snow Removal Equipment Building (SRE). Motion by Commissioner Harkness to “advise URS of our intentions to build the SRE building and to draw up more definitive plans”. The remainder of the funds would be set aside for possible Master Plan. Motion Carried.

B. Airport Advisory Committee Report

4. Annexation/City Sewer

Ratcliffe informed the committee that the Airport Advisory would need to study the annexation more closely and would need input from hangar residents. Ratcliffe would return the findings to the committee when completed. Ratcliffe further briefed on progress made on the advisory's priority list and the advisory's support for the funding to construct an SRE building and funding a master plan.

C. Bus Manager's Report

1. Bus Financial Report

Higgins discussed the bus system financial report and mention two journal entries were corrected that have been on the books since 2005. Paul Liss made a motion to "acknowledge" the financial reports, Motion Carried.

2. Bus Audit

Higgins introduced Trish Brazil, an auditor from Anderson Tackman Co. PLC who performed the bus system audit and she went over the entire OCBS audit report for the committee. The audit was the best audit ever done with zero findings or corrections during the audit. Ken Glasser made a motion to "accept the bus audit report". Motion Carried.

3. Stimulus Money

Higgins informed the board that there is no new updates on stimulus monies for bus replacements. Higgins mentioned no word has come down from MDOT at this time, but more news should be available within a couple weeks.

4. Phone Upgrade

Higgins informed the board that the County bus is upgrading its phone system to add more features, technology and the ability to add features in the future. The Total cost for the project is \$3,849.00.

D. Unfinished Business

1. Airport Tier Advancement

Recommendation by Commissioner Glasser to have Barresi send letter to request MDOT change Gaylord Regional Airport's status to Non-Primary Commercial Service Airport. Motion by Commissioner Harkness to "send a letter to MDOT to request a change in the Gaylord Regional Airport's status to Non-Primary Commercial Service Airport". Motion Carried.

E. New Business

1. Mr. Burt briefed the committee that Mr. Drew Nobliski of 1902 Estelle Road in Gaylord requested permission to pick from the downed trees left behind after the clearing was cut. The committee agreed that Mr. Nobliski could do so as long as he signed a letter to hold the county harmless. Motion By Commissioner Harkness to "allow if Mr. Nobliski to take downed trees pending his signing a waiver to hold the County harmless". Motion Carried.

The next meeting date will be on Thursday, June 11, 2009 at 9:00 am in Airport Conference Room.

The meeting was adjourned by Commissioner Liss at 10:23a.m.