



Transportation and Airport Committee Minutes

Thursday, September 10, 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 09:06 a.m.

Roll call – Present: Paul Liss, Ken Glasser

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

Additions to the Agenda

Higgins addition item 4, Memorandum of Understanding with Emergency Management

Mr. Burt addition item 5, Signage Issue

Approval of Minutes

Motion by Commissioner Glasser to “approve the minutes of August 13, 2009.” Motion Carried.

Director’s Report

A. Airport Manager’s Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee. Motion by Commissioner Liss to accept the financial report. Motion Carried.

2. Runway Project Update

Barresi briefed the committee on the success of runway ribbon cutting ceremony and the 18/36 runway opening. Barresi added that final electrical components which have been ordered through the contract engineers URS and the electricians J. Howell Inc have not arrived but do not hinder operations. Barresi will report back to the committee when this phase is complete.

3. Fence Project

Barresi informed the committee that Mr. Burt was able to assist the airport with Barresi’s request to have the Work Camp participants at no cost clear years of overgrowth on both sides of the airport fence line. The project involves creating a 30 foot clear zone on the inside of the fence that ARFF and Civil Air Patrol can use to conduct maintenance and provide random security patrols. Additionally create a 4 foot clear zone on the exterior of the fence line to prevent growth from entwining in the fence fabric and thus increasing the lifespan of the fence. Barresi added that this project was toured by a member of MDOT Aeronautics who had just paid for another airport to have contractors do the same type of work at a considerable cost.

4. Air Fair

Barresi requested the committee’s authorization to research and start the ground work for a potential Air Fair to be held at the airport on June 19th and 20th of 2010. Motion by Commissioner Glasser to proceed with Air Show planning. Motion Carried.

5. Sign Issue

Mr. Burt briefed the committee that the Travers Lake Aviation banner affixed to the airport fence on Dickerson Road advertising "Learn to Fly" may not comply with County zoning requirements. The Committee decided to replace the banner with a new banner, purchased by the Airport that lists various services at the airport. Burt also informed the Committee that airports are exempt from zoning regulations concerning aviation. There should be a Zoning Enforcement Officer appointed for the Airport. Motion by Commissioner Glasser "to recommend to the full Board of Commissioners to appoint Matt Barresi as the Zoning Enforcement Officer for the Airport, and to have the Transportation and Airport Committee serve as the Zoning Committee for the Airport." All in favor, Motion Approved.

B. Bus Manager's Report

1. Finance report

Higgins provided an up to date QuickBooks balance sheet to the committee, and informed the committee that the Bus system is finalizing annual reconciliation/closeout with MDOT at this time. Motion by Commissioner Liss to Acknowledge report as submitted. All in favor, Motion Approved.

2. Sealed Bids for Old County Vehicles

Higgins informed the committee that a public notice requesting sealed bids for 13 vehicles will be in the Herald Times on Saturday, September 19th 2009.

3. Purchase of Quad 4x4 approval

Higgins discussed a need for a small vehicle required to mount a large custom built squeegee onto for the purpose of pushing water out of the building that drips off the buses in the winter months. This would cut down our time manually squeegeeing the water from 3 hours a day to 15 minutes.

4. Memorandum of Understanding(MOU) with Emergency Management

Higgins informed the committee of a request from Mike Thompson to sign off on a MOU concerning the County Bus supporting local emergency management during crisis situations that would require our services to assist evacuating personnel in our community if needed and transporting them to a shelter if need be. Mr. Burt mentioned that since it involves two County Departments, a MOU is probably not the appropriate vehicle. He suggested creating a broader policy that includes several County departments. He will speak with Mike Thompson about creating the policy.

The next meeting date will be on Thursday, Oct 8, 2009 at 9:00 am in the airport conference room .

The meeting was adjourned by Commissioner Liss at 09:46a.m.