



## Transportation and Airport Committee Minutes

Thursday, August 12, 2010 – 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 09:04 a.m.

Roll call – Present: Paul Liss, Mike Hyde

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

#### Approval of Minutes

Motion by Commissioner Liss to approve the minutes of July 8, 2010. Motion Carried.

#### A. Airport Manager's Report

##### 1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee. Motion by Commissioner Liss to acknowledge the financial report. Motion Approved. Commissioner Backenstose asked Barresi to look into possibly splitting the finance Column of Interest and Royalties into separate categories. Barresi will get with the county CPA to see if that can be done.

##### 2. AVSURANCE

Barresi outlined the benefits of having switched the airport insurance policy from LL Johns to AVSURANCE. The result of which was a comprehensive review of all coverage and the implementation of a more protective policy to the county, the airport and its workers.

##### 3. Advisory Sub-Committee

Barresi provided all present with a copy of a 20 July 2010 letter sent to him from MDOT/Rick Hammond. The letter although supportive does not show the ability for MDOT to help with funding at this time. As a result the 2010 draft CIP will not show feasibility study in the document. This letter coincides with MDOT concerns that any study that does not in the end support past completed projects could result in Gaylord's forfeiture of new funding until those projects are paid back. Mr. Burt added that he was working on an oil lease agreement and that some of that new revenue could be available for part of the funding needed for an independent feasibility study.

##### 4. Hangar Painting/Rehab

Barresi informed the committee that he had received an offer from the Civil Air Patrol (CAP) to paint the DNR hangar in return for free rent of the hangar to the CAP for an unspecified number of years. After some discussion it was agreed that the cost of having the hangar painted by a contractor thus allowing the airport to make revenue from the rental space should be explored.

##### 5. 2010 Air Show Wrap-up

Barresi briefed that the actual cost of the Air Show was \$41,266.38 to put on. The show made \$47,117.30 this resulted in a surplus profit of \$5,850.92. Wings over Gaylord 2011 will be Father's Day weekend June 17, 18 & 19.

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

### **1. Bus Finance Report**

Higgins provided committee with a Quick Books Balance sheet finance report. Motion by Commissioner Liss to acknowledge the report as presented. All in favor, Motion Approved.

### **2. FTA Tri-Annual Review**

Higgins informed the Committee of the large scale inspection by MDOT to verify the FTA requirements are being met for our federal grants. The entire bus system operation was inspected for compliance. The Otsego County Bus System received zero discrepancies, and our Drug Testing Program in particular looks great. Kudos to Trisha Adam for doing a great job with the very important program.

### **3. Head Start Program renewal**

Higgins briefed the Committee of the Head Start programs intent to renew the Transportation agreement with the County Bus to provide transportation to over 70 children daily throughout the school year. Higgins recommended a 4% increase for this year's transportation agreement with NEMCSA/Head Start due to fuel increase costs, payroll, and distance of the children's homes. Commissioner Hyde made Motion to approve increase and move to Full BOC for final approval. Supported by Commissioner Liss, All in Favor, Motion Approved.

### **4. MDOT/MPTA**

Higgins informed the Committee that he will be attending the Annual MDOT/MPTA conference in Shanty Creek on August 18<sup>th</sup> & 19<sup>th</sup>.

### **5. Office Space**

Higgins let the Committee know that the Bus System has Approximately 1,000 Square feet of office space available if any other County Depts. need to move temporarily or permanently.

The next meeting date will be on Thursday, September 9, 2010 at 9:00 am in the airport conference room.

The meeting was adjourned by Commissioner Liss at 10:30 am.