



## Transportation and Airport Committee Minutes

Thursday, Nov 10, 2011 – 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 09:05 a.m.

Roll call – Present: Paul Liss, Ken Borton, Doug Johnson

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

#### Approval of Minutes

Motion by Commissioner Borton to approve the minutes of Oct 13, 2011. Motion Carried.

#### Approval of Agenda

Motion by Commissioner Liss to approve the agenda with the addition of Item A5. Toys for Tots/Shop with a Cop and the addition of B4 Tree Trimming. Motion Carried.

#### A. Transportation Manager's Report

##### 1. Bus Finance Report

Higgins Provided a QuickBooks balance sheet. Commissioner Liss made motion to acknowledge report as shown, All in favor, Motion approved.

##### 2. County Bus Operational Policy approval

Higgins developed an overview of how and where the Otsego County Bus operates to provide to Townships or any other agencies who need the information. Motion by Commissioner Liss to approve County Bus Operational Policy at the Committee level and move to Full Board of Commissioners for final approval. All in favor, Motion Approved.

##### 3. New bus status

Higgins informed Committee of the 3 new buses that arrived with numerous problems straight from the factory. Higgins provided a letter to the Committee showing all the post-delivery problems. Higgins is working with the bus manufacturer, and MDOT to remedy these issues, and get the new buses on the road as soon as possible.

##### 4. Sale of two old buses

Higgins informed the Committee that the sale of two old buses which was approved at the October meeting will be delayed until we get the new buses in service and work through the warranty repair issues.

##### 5. Toys for Tots/Shop with a Cop

Higgins mentioned to the Committee that the County bus has been contacted to support these two important community events again this year, and we will plan accordingly to support both events.

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

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

Barresi presented his monthly financial reports to the Committee and welcomed back to the meeting Rachel Frisch, the County Finance Director. Frisch provided spreadsheets she had prepared to the committee showing the airports fuel purchase and sales over the last seven years. Barresi gave an overview of how the airport prices the fuel so as not to be too high that we don't attract customers or too low and risk not earning the money we need to operate. After some discussion a Motion by Commissioner Borton to acknowledge the financial report. Motion Approved.

### **2. Lansing MAP Meeting**

Barresi briefed that he had met in Lansing with MDOT representatives regarding airport planning and funding for the next few years. This meeting confirmed that the SRE building will be completed in 2012 as planned. Some additional items addressed were the origins of the Van Tyle Road ball fields next to the airport. Barresi is working with several sources to look into the question.

### **3. Explorer Solutions**

Barresi updated the committee that the Advisory had been working diligently securing funding for the feasibility planning assistance of Explorer Solutions. Funding has been secured for both Phase I & II of the project and the Advisory will continue to seek funding sources for Phase III funding.

### **4. Tree Trimming**

Barresi addressed the tall tree encroachment into the West end approach. Barresi stated that the trees would be cut down in November 2011 as part of a project that will turn the trees into furnace fuel pellets for heating at no cost to the county and the material will go to a good use.

The next meeting date will be on Thursday, Dec 8, 2011 at 9:00 am in the airport conference room.

The meeting was adjourned by Commissioner Liss at 10:00 am.