



Transportation and Airport Committee Minutes

Thursday, September 8, 2011 – 09:00 a.m.
Gaylord Regional Airport 1100 Aero Drive
P.O. Box 1396 Gaylord, MI 49734

MINUTES

Commissioner Johnson called the meeting to order at 09:00 a.m.

Roll call – Present: Doug Johnson, Ken Borton

Members Excused: Paul Liss

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

Approval of Minutes

Motion by Commissioner Borton to approve the minutes of August 11, 2011. Motion Carried.

Approval of Agenda

Motion by Commissioner Borton to approve the agenda with the addition of Item 3. Bus Sale under the Transportation Managers Report. Motion Carried.

A. Transportation Manager's Report

1. Bus Finance Report

Higgins provided QuickBooks a balance report. Motion by Commissioner Borton to acknowledge report as shown, all in favor, Motion Approved.

2. New Fed/State Grant for 3 new buses

Higgins informed the committee that the 3 new buses discussed at the August Transportation & Airport Committee meeting would be delivered earlier than planned, and a projected delivery date of the last week of September was stated by Hoekstra Bus Manufacturer.

3. Bus Sale

Higgins informed the Committee that two buses would be sold after the delivery of the 3 new buses. Bus 11 and Bus 17 are slated to be sold in October. Higgins will have the Committee review the sale at the next meeting with the full Board to approve following the Committee review.

B. Airport Manager's Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the Committee. Burt questioned the amount under accounts payable on the Airport Balance Sheet. Barresi will have Rachel Frisch attend the next meeting to explain recent changes to what is included on the Airport

Balance Sheet. Motion by Commissioner Borton to acknowledge the financial report.
Motion Approved.

2. Hangar Standards Revision

Barresi distributed an updated version of the Airport Hangar Standards. The Committee will review of the next month and discuss at the October meeting.

3. Advisory Updates

Barresi updated the committee on the status of the Airport Feasibility Study. Jeff Ratcliffe solicited a Request for Qualifications which resulted in responses from two companies. The Airport Advisory Committee (AAC) – Airport Feasibility Study Subcommittee will review and make a recommendation to the Transportation & Airport Committee. Barresi also informed the Committee that the AAC has a Subcommittee working on improving flight training opportunities here in Gaylord.

4. Airport Webcam

Barresi informed the Committee that the new Airport Webcam is operational and that he has received many positive responses.

The next meeting date will be on Thursday, October 13, 2011 at 9:00 am in the airport conference room.

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