



Transportation and Airport Committee Minutes

Thursday, August 9, 2012 – 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 09:01 a.m.

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

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

Approval of Minutes

Motion by Commissioner Borton to approve the minutes of July 12, 2012. Motion Carried.

Approval of Agenda

Motion by Commissioner Liss to approve the agenda. Motion Carried.

A. Transportation Manager's Report

1. Bus Finance Report

Higgins provided QuickBooks Balance sheet to Committee. Motion by Commissioner Johnson to Acknowledge report as shown, All in Favor, Motion Approved.

2. Head Start Routing

Higgins informed the Committee that the bus system just received names/addresses of 80 new children for the Head Start program and are in the process of building the routes for the new program year.

3. Narrow Banding/New base station

Higgins informed the Committee that the new base station and remote would be installed and all buses will be reprogrammed after August 17th when the remote portion of the base station arrives from a back order.

4. Delivery date for new buses

Higgins informed the Committee that 3 new buses should arrive the last week of August 2012.

5. Millage status

Higgins informed the Committee that the Millage Passed with 73% in favor.

B. Airport Manager's Report

1. Airport Financial Report

Barresi presented his monthly financial reports to the committee. Motion by Commissioner Borton to acknowledge the financial report. All in favor, Motion Approved.

2. Planning/Feasibility Study

Barresi gave a briefing on the Advisory's efforts with Explorer Solution to date. Barresi Stated that Sub-committee was not pleased with the validation of the selected project and asked Explorer to reintroduce it with more information and offer a possible alternative project. Mr Burt added that Explorer Solutions will be spending 3 days in Gaylord this month to better determine our airports strengths and weaknesses. Commissioner Liss briefed on one project that had merit but Explorer failed to provide adequate information for assessment. Barresi stated that the Advisory Subcommittee is hopeful Explorer will succeed in the presentation and reevaluation of the project but the Advisory also is prepared to "pull-the-plug" on Explorer if they are unable to offer any reasonable solutions through the validation process.

3. Capital Improvement Plan (CIP)

Barresi briefed on the CIP for the next 3 years which includes Approach Evaluation Survey, and the Exhibit- A Property Mapping Review in 2013. Easement Acquisition/Tree Clearing and possibly ASOS Relocation in 2014. New Hangar location and EAA taxiway pavement refurbishment in 2015. Commissioner Johnson asked about the possibility of having an additional entry/exit road to the main parking lot. Barresi stated that it is still in the long range plans for the airport or Airport Layout Plan (ALP) however our traffic will need to increase substantially for it to move higher on the MDOT priority chart and be eligible for entitlement and/or discretionary money.

4. Infrastructure Updates

Barresi informed the committee that the private build new hangar on the west end of the airport was awaiting sheet metal for its sides and when received building would start back up again. Barresi also stated that the Snow Removal Equipment (SRE) building was awaiting FAA funding to filter down and contacts at MDOT believe that will take place in the next week. Mr Burt stated our local match for the construction of the SRE building is \$13,783.00. MDOT Aero requires a Board Resolution for the Grant to build the SRE building and Mr. Burt read to the committee the document he recommended presenting to the full Board. Motion was made by Commissioner Borton to forward the resolution to the full board for approval. All in favor, Motion Approved. Mr. Burt stated that in about 2 weeks he would be releasing the announcement for the Airport and Building and Grounds service contracts. Mr Burt added that he had been working with the county attorney to insure the language in the contract is precise, detailed and not open to differing interpretation

The next meeting date will be on Thursday, Sept 13, 2012 at 9:00 am in the airport conference room. The meeting was adjourned by Commissioner Liss at 9:40 am.