



## Transportation and Airport Committee Minutes

Thursday, February 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 09:00 a.m.

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

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

#### Approval of Minutes

Motion by Commissioner Johnson to approve the minutes of Jan 12, 2012. Motion Carried.

#### Approval of Agenda

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

#### A. Transportation Manager's Report

##### 1. FY2011 Audit review with Auditor

Higgins introduced Ken Talsma, Principal Auditor for Anderson Tackman, LLC. Talsma went over the Annual Audit with Committee stating the bus system had another good audit, and is on track with a small growth mindset, while providing statistical charts showing a healthy financial outlook. Motion by Commissioner Borton to acknowledge audit as shown, all in favor, Motion approved.

##### 2. Bus Finance Report

Higgins provided Monthly Balance Sheet to Committee. Motion by Commissioner Liss to acknowledge report as shown, all in favor, Motion Approved.

##### 3. Bus Sale Approval

Sealed bids were received for 3 old buses. Higgins recommended approval for highest bidders and move to full BOC for final approval for the following dollar amounts: Bus 11 sell for \$2,000 to E-Free Church, Bus 17 sell for \$1,660 to Jim Swain, Bus 18 sell for \$2,060 to Jim Swain. Motion by Commissioner Johnson to approve and move to full board for final approval, all in favor, Motion Approved.

##### 4. FY2013 Projected Budget Approval

Higgins provided budget figures of \$1,775,252.00 for the FY2013 projected MDOT budget. Higgins mentioned that the budget approval would be in a "Resolution of Intent" format at the full BOC on 14 Feb 2012 which is required by MDOT annually. Motion by Commissioner Liss to approve OCBS budget projection for FY2013, and move to full BOC for final approval. All in favor, Motion Approved.

## **B. 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.

### **2. Explorer Solutions Update**

Barresi informed the committee that Ratcliffe had briefed at the Advisory that he had sent out 183 notifications for input focusing on transportation, education and industry. He received about 10% positive feedback and about 18 businesses will attend over the two days of the Focus Group. This was scheduled for Feb 8, and 9<sup>th</sup> 2012 at the University Center. This would result in an after action meeting to review the information at 12 noon today the 9<sup>th</sup> with Explorer Solutions and the Advisory subcommittee.

### **3. 2011 Year in Review**

Barresi handed out the 2011 Gaylord Regional Airport Year in review packet and covered items in it with the committee. The Airport Advisory Committee made some additions to the report with the endorsement that it then is forwarded to the Transportation Airport Committee as the Advisory's Annual review.

### **4. New Projects**

Barresi informed the committee that the county had an assessment done on the T-Hangars connected to the old Civil Air Patrol building to determine its future. This building was at one time used as the County Bus Garage. The result of the inspection revealed that some structural supports need repair but the majority are still sound and the structure is safe to continue using. Mr Burt recommended hiring a structural engineer to draw up plans on how best to fix the few degraded hangar supports and increase the structures life and the revenue it provides the airport. Commissioner Borton made a motion to allocate an amount not to exceed \$2,200.00 for Phase I of the project. All in favor, Motion Approved

### **5. Airport Open House**

Mr. Burt had suggested at the Advisory Committee meeting that with the success of the Business After Hours, which is geared more to business owners and managers that had not seen our airport, we should consider an open house for the public at large. Unlike the airshow which draws people's attention to the aircraft and the performances, the open house would draw attention to the airport facilities and its everyday mission. Both the Airport Advisory and the EAA have thrown support behind the idea.

### **6. 2012 Air Show**

Barresi gave a brief overview of performers that were confirmed to attend and those we were still pursuing.

### **7. Advisory Membership Vacancy**

Mr. Burt informed the Committee that only one application had been received for the vacant Advisory position. The application from Barry Owens, the GM of Treetops Resort. The Airport Advisory has recommended to the Trans/Air Committee the appointment of Owens. After some discussion Motion by Johnson to recommend Owens for the Advisory vacancy position and forward onto the full County Board for approval. All in favor, Motion Approved.

The next meeting date will be on Thursday, Mar 8, 2012 at 9:00 am in the airport conference room. The meeting was adjourned by Commissioner Liss at 10:15 am.