



Transportation and Airport Committee Minutes

Thursday, 9 Feb, 2017 – 09:00 a.m.
Gaylord Regional Airport
1100 Aero Drive, PO Box 1396 Gaylord, MI 49735

MINUTES

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

Roll call – Paul Liss, Ken Borton, Doug Johnson
Others present: John Burt, Matt Barresi, Tim Cherwinski
Excused:

Approval of Minutes

Motion by Commissioner Borton, Seconded by Commissioner Liss to approve the Transportation minutes of 8 Dec 2016. Motion Carried.

Approval of Agenda

Motion by Commissioner Liss to approve the agenda. Seconded by Commissioner Borton, Motion Carried.

A. Transportation Manager's Report

1. Bus Finance Report

Cherwinski presented the Bus's monthly financial reports to the Committee.
Motion by Commissioner Johnson to acknowledge report as shown, seconded by Commissioner Borton. All in favor, motion approved.

2. Bus Engine Replacement & 2015 Totaled Bus

Cherwinski went over the different options on replacing the bus engine which were a full complete engine for \$12,856.00 or just a block and have our mechanics transfer all of the parts from one block to the other which was \$7,000.00, or buy a used bus to replace this bus for \$6,500.00. After much discussion of the options Motion by Commissioner Borton, Seconded by Commissioner Liss to approve moving forward on a bid on another bus rather than fixing the current bus. All in favor, motion approved.

3. Advertising

Cherwinski briefed on the current businesses who have advertising on the back of the buses. He also went over current pricing of that advertising and that there had not been a price adjustment in many years. After some discussion and advertising options the board agreed that a small increase to the advertising fee was warranted. Cost for 15X24 sign would go from \$150.00 annually to \$250.00 annually.

4. County Loan Replacement

Cherwinski informed the committee that the \$60,000.00 loan from 2016 is paid back in full. The Bus System is scheduled to pay \$25,000.00 per month from March through August and fully repay the current FY 2017 loan on \$150,000 back in full.

5. Grievance for Secretary, Book Keeper, Dispatch position

Cherwinski informed the committee that the grievance is settled, moving the bulk sales of tokens into dispatch.

6. Meals On Wheels

Cherwinski informed the committee that we are in the process of getting the Cost Allocation Plan approved by M-Dot. In this process, we have also had to update our Cost Allocation Plan for performing Maintenance on County vehicles.

B. Airport Manager's Report

1. Airport Financial Report

Barresi presented the airports monthly financial reports to the Committee. Motion by Commissioner Borton, seconded by Commissioner Johnson to acknowledge the financial report. All in Favor, Motion Approved.

2. Airport Advisory 2016 Year Report

Barresi presented the board with the Airport Advisory's 2016 year in review report for review and approval. Motion by Commissioner Johnson to accept the Advisory's Report, seconded by Commissioner Borton. All in favor, Motion Approved

3. Airport Updates, Tall Structure

Barresi briefed on efforts to curtail or prohibited proposed tall structure projects being filed by companies for structures outside the airport property that could violate our Part 77 protection for future airport use. One such company has agreed to reduce the height of the structure to be in compliance and the other issue is still in the review stage after receiving our objection.

4. Runway Reporting Procedures

Barresi updated the board on the FAA's newly adopted runway condition reporting and provided copies of the letter and the runway reporting matrix for the board to review. The process places more responsibility and possibly liability on the individual airports reporting of conditions on the ground and less on the individual pilots capabilities.

5. State Aviation Updates

Barresi provided a copy of the Michigan Airport Associations quarterly airport newsletter which Barresi contributed to with an article.

6. 2017 Airshow

Barresi briefed that the Canadian Snowbirds site visit went great and the team was very humbled by the red carpet treatment the community gave them. Barresi presented airshow related planning documents from the online ticket pricing chart to the FAA aerobatic box map and airshow layout map to design work from graphics, shirts and logo. Mr. Burt briefed on some money saving measures being utilized to keep cost down.

The next meeting date will be on Thursday 9 Mar 2017 at 9:00 am in the Gaylord Regional Airport conference room. The meeting was adjourned by Commissioner Liss at 10:17 am.