



Transportation and Airport Committee Minutes

Thursday, 9 March, 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, Rachel Frisch

Excused:

Approval of Minutes

Motion by Commissioner Johnson, Seconded by Commissioner Borton to approve the Transportation minutes of 9 Feb 2017. Motion Carried.

Approval of Agenda

Motion by Commissioner Liss to approve the agenda. Seconded by Commissioner Borton, with the addition of Airport Item E. Sale of Old Equipment. 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 Borton to acknowledge report as shown, seconded by Commissioner Liss. All in favor, motion approved.

2. Finance Process from 2015 Totaled Bus

Cherwinski submitted an order to Koekstra Transportation to replace in the County bus fleet the one bus that was totaled back in 2015. He stated he will keep the committee updated on timelines associated with it being received and ready for use.

3. Dispatch Update

Cherwinski briefed that the computers in dispatch were old and antiquated and were in much need of replacement. He presented estimated costs associated with upgrades to keep the dispatch center functioning properly. Based on these estimates Motion by Commissioner Johnson seconded by Commissioner Liss to forward to the Finance Committee approval of \$4,800 to replace equipment. All in favor, motion approved

4. Triennial Maintenance Compliance Review

Cherwinski informed the committee that the inspection conducted on the County Bus operations every 3 years on facility and vehicle maintenance rated his department 100% compliant with all Federal Transit Authority regulations.

B. Airport Manager's Report

1. Airport Financial Report

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

2. Legislative & Airport Conference Updates

Barresi briefed the board on efforts at the state level to increase General Aviation Airports like Gaylord from \$150K entitlement funding to \$200K yearly funding. This is based on the amount not changing in over 25 years but the cost of construction and plow equipment which has increased.

3. Taxilane Project & Equipment

Barresi updated the board on the airport ramp taxilane extension project. The bid process was completed and the winning contractor will start work end of April or first week of May to have the pavement complete before mid-June. Barresi also stated that many of the county hangars, some built in the 1960s and 1970s needed to have hangar door wheels replaced and he was taking steps to insure old parts were changed out to insure safety and function. Commissioner Johnson suggested preventative treatment of replacement parts be introduced to extend the life of the parts. Barresi stated he would implement an annual corrosion control and treatment cycle to the maintenance team's yearly spring schedule.

4. Airshow Updates

Barresi presented an overview of performance acts, infrastructure and costs associated with the airshow planning to date.

5. Old Equipment

Barresi informed the committee that the airport had an L 74 Loader Bucket that was no longer usable and for our needs and would like to properly dispose of it. The board agreed to go ahead and advertise it on the county website for a closed bid sale.

C. Finance Directors Briefing

1. Airport Report

Ms. Frisch presented the committee with an airport specific finance briefing which covered the fuel purchases and sales over the last several years. Most significantly the graphs show that 2016 reflected the most profitable fuel sales of the airports last 12 years. She also explained that since the airport is run more like a business rather than a government department its audit reporting is different than other county departments. Ms. Frisch will return to the committee and offer a County Bus specific finance briefing at a later date.

The next meeting date will be on Thursday 13 April 2017 at 9:00 am in the Gaylord Regional Airport conference room. The meeting was adjourned by Commissioner Liss at 10:05 am.