



## Transportation and Airport Committee Minutes

Thursday, 11 Sept, 2014 – 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 – Paul Liss, Ken Borton, Doug Johnson  
Others present: John Burt, Theron Higgins  
Excused: Matt Barresi

#### Approval of Minutes

Motion by Commissioner Borton to approve the minutes of 14 Aug 2014. Motion Carried.

#### Approval of Agenda

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

#### A. Transportation Manager's Report

##### 1. Bus Finance Report

Higgins provided a QuickBooks Balance Sheet to the Committee for review. Motion By Commissioner Liss to Acknowledge Report as shown. All in favor, Motion Approved.

##### 2. FY 2015 Funding Update

Higgins showed a recent email from MDOT explaining the FY2015 Formula distribution from the State of Michigan. The State Formula for urban/Nonurban agencies under a population of 100,000 people will receive 36.378% funding based on total eligible expenses/operational budget. This is less than a 1% difference/decrease from the FY2014 State Funding Formula.

##### 3. Saturday Bus

Higgins informed the Committee that he is working on a plan to change Saturday bussing. Many options are being looked at. We can no longer use our part time drivers for providing Saturday bus service to the new employee hour requirements that pertain to the "Affordable Health Care Act". As of now, we are offering our Full time drivers overtime to cover Saturday bus service, but the County Bus Must come up with a different plan to ensure we stay within our payroll budget for the year.

#### B. Airport Manager's Report

##### 1. Airport Financial Report

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

**2. Airport In Ground Jet Fuel Tank Cleaning**

Mr. Burt reported that Matt Barresi would have the jet fuel tank cleaned since they are emptying the tank to fix the broken float cable. The tank should be cleaned every 10 years, and is overdue. The cost will be \$3,794.

**3. Self-Serve Fuel**

Mr. Burt indicated that the new meter reader recently installed by Northern Pump seems to be working correctly for the self-serve fuel pump. The airport will continue to monitor.

**4. Taxiway Repair**

Mr. Burt informed the Committee that the Road Commission repaired two potholes on the Airports Alpha Taxiway at no charge to the County.

The next meeting date will be on Thursday, 9 Oct 2014 at 9:00 am in the airport conference room. The meeting was adjourned by Commissioner Liss at 9:25 am.

DRAFT