

**TWIN COUNTY AIRPORT COMMISSION  
2801 22<sup>ND</sup> STREET  
MENOMINEE, MI 49858  
906-863-8408**

**REGULAR SESSION MEETING**

**NOVEMBER 18, 2014, 5:00 PM, AIRPORT CONFERENCE ROOM**

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve/Amend agenda. Action
5. Approve/Amend minutes of Oct 21, 2014 Regular Session and October 21, 2014 Reorganization meeting. Action.
6. Public Comment – Speakers limited to 5 minutes on any topic.
7. Discuss/Approve October, 2014 Financials. Action
8. Discuss/Recommend Ex/Fin Committee proposal for By-Laws revision. Action, if any.
9. Discuss/Approve 2014-2015 Budget. Action.
10. Discuss/Approve administrative procedure without airport manager on staff. Action.
  - a. Check signing, distribution of agendas and minutes- Ex/Fin Comm. Pazynski.
  - b. Lineman reporting-Bldg&Grnds, Sauve.
  - c. Additional work hours for part-time lineman- Bldg&Grnds, Sauve
  - d. Correspondence for Commission review-Ex/Fin Committee, Pazynski.
11. Add member/s to Personnel Committee. Action
12. Discuss/Approve Airport Manager hiring process. Action, if any.
  - a. Review/amend job description and salary if needed – whole commission
  - b. Determine advertising sources – Personnel committee
  - c. Applicant responses to Menominee County Administrator.
  - d. Establish interview process – Personnel committee
13. Airport Security – Discussion only.
14. Future Agenda Items
15. Dialog with Airport Manager
16. Acknowledgement
17. Schedule next meeting
18. Adjourn

**Note: Quorums may be present**

**Note: Agenda items may not be acted upon in the order listed.**

**Cc: Don Pazynski, Ted Sauve, Ron Holmes, Chris Plutchak, Charlie Meintz, Menominee County Admin, Marinette County Clerk**

**If you are an individual who needs a special accommodation while attending the meeting, as required by the “Americans with Disabilities Act”, please notify the Airport Manager’s office at 906-863-8408 at least 24 hours prior to the meeting in order to make suitable arrangements. (TDD800-649-3777)**