

MINUTES

TWIN COUNTY AIRPORT COMMISSION

2801 N. 22ND STREET
MENOMINEE, MI 49858
906-863-8408

REGULAR SESSION MEETING

NOVEMBER 19, 2013

MEMBERS PRESENT: Jason Lauzer, Mary Johns, Nick Lakari, Charlie Meintz, and Ted Sauve
OTHERS PRESENT: Airport Manager Tony Krysiak, Nancy Douglas, and Peshtigo Times
EXCUSED: Chris Plutchak

1. Call to order
Meeting called to order at 5:00 pm by Jason Lauzer
2. Pledge of Allegiance
3. Roll call
Roll call taken by Chair Jason Lauzer.
4. Approve/amend agenda
Motion (Sauve/Lakari) to approve the agenda with the addition of item 6a Explorer Solutions update.
Motion carried.
5. Approve/amend minutes of the October 15, 2013 regular session meeting & the November 13, 2013 Special Meeting
Motion (Lakari/Johns) to approve the minutes as presented for the October 15 regular meeting.
Motion carried. Motion carried. No negative vote.
Motion (Meintz/Johns) to accept the November 13, 2013 special meeting minutes with the correction of Item #5 to read "Mead" & Hunt. Motion carried. No negative vote.
6. Public comment – speakers will be limited to 5 minutes on agenda items only
Bill Klondike, Peshtigo Times, introduced himself
- 6a: Explorer Solutions – Nancy Douglas
Nancy provided an update on the status of the flight training school as well as the charter service.
Jason reported on the efforts of trying to bring in a mechanic on the field.
7. Discuss/Consider approving Bylaw changes, action, if any
Motion (Johns/Sauve) to approve the bylaws as presented again. Motion carried. No negative vote.
8. Discuss/Consider Avis Letter, action, if any
Avis searching for a new partner to rent vehicles to for general public; asking to continue current situation through March 31. Avis is requesting to leave a vehicle at airport for pilot rental.
Commission stay at 15%. Avis pay for office supplies and cleaning supplies.

Discussion regarding cleaning of the vehicle.

Jason will draft a response for tentative agreement.

9. Discuss Consider Tenant Leases, action, if any
Proposed version sent out last month. Tenants wanted to remove the comment regarding rules & regulations (item #11). Jason spoke with Atty Dan Hass who suggested not striking out the language. He did agree to give the tenants a transition period with any policy changes.

Jason will make changes and forward to George for response prior to next meeting.

10. Discuss/Consider Minimum Standards, action, if any
Changes incorporated and emailed. Jason will forward to George for review before final committee approval.
11. Discuss/Consider User Study, action, if any
Discussion regarding runway. Nick will put together a summary response to FAA.
12. Executive/Finance Committee report:
 - A. Discuss/Consider Profit & Loss for October 2013, action if any
 - B. Discuss/Consider Reconciliation Summaries for October 2013, action if any
 - C. Discuss/Consider Vendor Balance for October 2013, action if any
 - D. Discuss/Consider Customer Balance for October 2013, action if any
 - E. Discuss/Consider Check Detail (#12851 - 12874) and in the amount of \$100,918.53 for October 2013, action if any
 - F. Discuss/Consider Fuel Sales Report for October 2013, action if any
 - G. Discuss/Consider airport traffic for October 2013, action if any

Recommendation for approval not made by Finance due to some discrepancies. Tony provided answers to the requests for clarification on several items.

MOTION (Lakari/Johns) that the commission approve payment for check #12581 through 12874 for a total amount of \$100,918.53 and items A through G, as presented. Motion carried. No negative vote.

13. Communications/correspondence
 - a. Letter from Sheriff Jerry Sauve

Sheriff thanked committee for use of airport during EVOC training. Special recognition extended to Jeff LaFleur.

Letter from Ellen Sorensen, Marinette County Administrator, addressed to Nick Lakari regarding renewing seat on commission.

Thank you letter sent to John Seaborg for his assistance on the display helicopter.

14. Dialog between Airport Manager and the TCAC
Tony updated the committee on the Enstrom project.

Both the taxilane and the fence have been completed with the exception of a few holes that need to be filled.

Tony is planning to rebuild cap out account after the beginning of the year obligations are met to plan for other projects.

Jason indicated they are trying to locate the final location of the fence. Updates & approvals to the master plan must be noted.

A lease amendment will be needed for Enstrom next month due to added pad on East side of airport. Jason will work with Dan to amend lease. Also Enstrom is looking to move one of their hangars, which will lead to another amendment.

15. Dialog between airport users and the TCAC
None
16. Public comment – speakers will be limited to 5 minutes
None
17. Future agenda items
Tenant leases.
Enstrom lease
Minimum standards
User Study update
Update on gates
18. Schedule next meeting
December 17, 2013 at 5:00 pm
19. Adjourn
MOTION (Johns/Meintz) to adjourn at 6:14 pm. Motion carried. No negative vote.

Respectfully Submitted:

Jennifer Seguin
Marinette County Administrative Secretary

Date approved: