

MINUTES

**TWIN COUNTY AIRPORT COMMISSION
2801 NORTH 22ND STREET
MENOMINEE, MI 49858
906-863-8408**

Regular Session Commission Meeting, 12/22/2011 – 4:30 p.m.

MEMBERS PRESENT: Jim Pearson, Dale Berman, James Furlong, Nick Lakari, Ted Sauve
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Lineman Jeff LaFleur, Nancy Douglas, Marinette County
Administrative Secretary Gina Teeple, Bay Cities Radio, Eagle Herald,
Peshtigo Times, Public Citizens

1. Call to order

Chair Pearson called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

Motion (Furlong/Sauve) to approve the agenda. Vote – unanimous. Motion carried.

5. Approve/amend minutes of November 30, 2011

Motion (Berman/Furlong) to approve the minutes of November 30, 2011. Vote – unanimous. Motion carried.

6. Public Comment

None

7. Update on Explorer Solutions work for TCA – information only

Nancy Douglas, director of the Menominee Business Development Corporation, informed the commission that Explorer Solutions was in the area for two days meeting one on one with local businesses and conducting a focus group with 22 representatives from the area. Initial feedback is positive. A final report for phase 1 will be submitted toward the middle to end of February.

8. Update on hiring status of a 32 hour per week Lineman – information only

Chair Pearson reported that the position has been filled and asked lineman Jeff LaFleur to comment.

Lineman Jeff LaFleur reported to the committee that the new lineman has been working roughly 7 hours a day up to 30 hours, with the remaining two hours unscheduled to accommodate for any unexpected needs.

9. Update on hiring a 20 hour per week Airport Manager – information only

Chair Pearson stated this would be addressed in the next agenda item.

10. Discuss/consider selecting a special committee to draft an airport manager job description, action if any

Chair Pearson explained that he was forming a special committee to create a job description for the part time airport manager position. Commissioner Berman, Commissioner Furlong, and Commissioner Lakari volunteered to serve on the committee. The committee will determine a meeting date and time.

11. Temporary manager’s report

Commissioner Lakari asked if year-to-date information could be added to the financial reports. Mr. LaFleur will follow-up with Marinette County’s finance department to see if this information could be added.

Chair Pearson noted that the airport has recently received two requests for hangar space.

Motion (Furlong/Sauve) to accept the temporary manager’s report as presented. Vote – unanimous. Motion carried.

12. Communications/correspondence

Commissioner Sauve informed the commission that he has submitted a request for the paperwork necessary to acquire a plane for display at the airport.

Commissioner Lakari showed the commission a brochure from the Waupaca Foundry, which references the airport.

Chair Pearson informed the commission that a walk-through took place on December 15th for businesses interested in bidding on replacing the glass in the north window. Esser Glass was the only business to walk through and the only business to submit a bid.

Motion (Sauve/Furlong) to suspend the rules in order to open and take action on the bid from Esser glass. Vote – unanimous. Motion carried.

Chair Pearson noted the replacement cost is covered by insurance, with no deductible for broken glass.

Motion (Furlong/Sauve) to accept the bid from Esser Glass for \$6,816 to repair the north window on the east side of the building as quickly as possible. Vote – unanimous. Motion carried.

13. Dialog between airport users and the TCAC

None

14. Public comment

None

15. Future agenda items

Chair Pearson requested commissioners contact Mr. LaFleur with future agenda items.

16. Schedule next meeting

A reorganizational meeting is scheduled for Wednesday, January 18th at 4:00 p.m.

The next regular meeting is scheduled for Wednesday, January 18th to begin no earlier than 4:30 p.m., but following the reorganizational meeting.

17. Adjourn

Motion (Sauve/Berman) to adjourn at 5:30 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: January 18, 2012