

## MINUTES

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

**Regular Session Meeting, 6/19/2012 – 4:30 p.m.**

MEMBERS PRESENT: Jason Lauzer, Dale Berman, James Furlong, Nick Lakari, Jim Pearson, Ted Sauve  
MEMBERS EXCUSED: None  
OTHERS PRESENT: Kevin Pascoe of Anderson, Tackman & Company, Menominee Business Development Corporation Director Nancy Douglas, Airport Manager Tony Krysiak, Marinette County Administrative Secretary Gina Teeple, Eagle Herald, Menominee County News, Peshtigo Times, Airport Users

**1. Call to order**

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

**2. Pledge of Allegiance**

**3. Roll call**

**4. Approve/amend agenda**

Motion (Berman/Pearson) to approve the agenda. Vote – unanimous. Motion carried.

**5. Approve/amend minutes of 5/15/2012**

Motion (Furlong/Lakari) to approve minutes of 5/15/2012. Vote – unanimous. Motion carried.

**6. Public comment**

Wayne Beyer of Menominee Township addressed the Commission regarding the grass runway.

**7. Discuss audit with representative from Anderson, Tackman – information only**

Kevin Pascoe of Anderson, Tackman & Company, PLC reported that upon completion of the audit, the following changes were recommended:

- When approving the bill payments for each month, the motion should include which checks are being approved (i.e. checks 100-140) and the total dollar amount of the approved checks.
- The Commission is not currently budgeting for depreciation. Budgeting for depreciation would help monitor future outlay of expenses.

Mr. Pascoe further reported that the auditors did not need to make any adjustments to the books this year, and no unusual or suspicious items were found.

**8. Discuss/consider approving resolution to allow the Chairman to sign the MDOT User Survey Contract, action if any**

Motion (Sauve/Furlong) to approve the resolution to allow the Chairman to sign the MDOT User Survey Contract. Vote – unanimous. Motion carried.

**9. Discuss/consider recommendation from the Executive Committee to request funding from Menominee and Marinette Counties for Phase 2 of the Explorer Solutions study, action if any**

Motion (Berman/Pearson) to request funding from Menominee and Marinette Counties for Phase 2 of the Explorer Solutions study. Vote – unanimous. Motion carried.

**10. Discuss/consider recommendation from the Executive Committee to consolidate the fuel sales account and the checking account, action if any**

Airport Manager Tony Krysiak explained the process for transferring money from the fuel sales account to the checking account.

Motion (Furlong/Pearson) to consolidate the fuel sales account and the checking account by August 1, 2012. Vote – unanimous. Motion carried.

**11. Discuss/consider recommendation from the Buildings and Grounds Committee to include \$2,941 plus the cost of a new battery and master cylinder in the 2013 budget to make necessary repairs to the crash/fire vehicle, action if any**

Commissioner Sauve reported that he, Airport Manager Tony Krysiak, and Airport Lineman Jeff LaFleur inspected the crash/fire vehicle at Tyco. The cost to fix the fire extinguishing system is \$2,941, which does not include \$750 in labor costs that would be donated by Tyco employees. Alternatively, the Commission can purchase a new tow-behind unit for \$53,000.

Motion (Sauve/Pearson) to include \$2,941 plus the cost of a new battery and master cylinder in the 2013 budget to make necessary repairs to the crash/fire vehicle. Motion failed 2-4 (Commissioners Suave and Berman voting yes; Commissioners Pearson, Furlong, Lakari, and Lauzer voting no).

**12. Discuss/consider grass landing strip, action if any**

Commissioner Sauve reported that a survey was sent by Mr. Krysiak to 37 airport users. Of the 24 pilots that responded, 13 said they have or would use the grass landing strip.

Chair Lauzer asked the Buildings and Grounds Committee to contact URS and return to the full Commission with specific costs and necessary steps to get a grass runway approved by the FAA and installed at the airport.

**13. Personnel Committee report – information only**

Commissioner Lakari reported that the Personnel Committee met and discussed the following:

- A request received from Airport Lineman Jeff LaFleur to open his contract to review wages only
- Implementation of an appraisal process
- A first draft of Work Rules intended to replace the previously suspended Policies and Procedures
- The cost, time, and profit associated with processing Avis car rentals

**14. Update on TCAC open house – information only**

Mr. Krysiak reported there is not a lot of interest in displaying aircraft at an open house this year.

It was the consensus of the Commission to discuss a 2013 TCAC open house at their next meeting.

**15. Executive/Finance Committee report**

Commissioner Lakari reported that the Executive Committee met, reviewed the May financial statements, and is recommending them for approval.

Motion (Furlong/Lakari) to accept items 1-7 of the Executive/Finance Committee report. Vote – unanimous. Motion carried.

**16. Communications/correspondence**

Commissioner Lakari reported that the airport was in receipt of its public use license and its airport manager's license for 2012.

**17. Dialog between Airport Manager and the TCAC**

Mr. Krysiak addressed the Commission regarding a budget for the 2013 TCAC open house.

Mr. Krysiak distributed a report on freight shipments for May (Exhibit A).

**18. Dialog between airport users and the TCAC**

Everett Anderson of Menominee addressed the Commission regarding the grass landing strip.

Mike McMahon of Porterfield addressed the Commission regarding the grass landing strip and safety issues at the TCAC open house.

**19. Public comment – speakers will be limited to 5 minutes**

John Hartz of Menominee Township addressed the Commission regarding the crash/fire vehicle.

Timothy Carman of Menominee addressed the Commission regarding the crash/fire vehicle.

**20. Future agenda items**

2013 Open House  
Update on Display Aircraft  
Update on Grass Landing Strip  
Crash/fire Vehicle

**21. Schedule next meeting**

The next meeting is scheduled for Tuesday, July 17<sup>th</sup> at 4:30 p.m.

**22. Adjourn**

Motion (Lakari/Berman) to adjourn at 6:13 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,  
Gina K. Teeple  
Marinette County Administrative Secretary

Date approved/corrected: July 17, 2012

**FREIGHT SHIPMENTS – MAY 2012**

**Freight Runners**

<b>Freight In</b>	<b>24,400</b>
<b>Freight Out</b>	<b>28,841</b>

**Karl Schmidt USA**

<b>Freight Out</b>	<b>11,400</b>
--------------------	---------------

<b>TOTAL</b>	<b>64,641</b>
--------------	---------------