

MINUTES

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

Personnel Committee, 6/27/2012 - 3:00 p.m.

MEMBERS PRESENT: James Furlong, Nick Lakari, James Pearson
MEMBERS EXCUSED: None
OTHERS PRESENT: Airport Manager Tony Krysiak, Airport Lineman Jeff LaFleur, Marinette County
Administrative Secretary Gina Teeple

1. Call to order

Chair Lakari called the meeting to order at 3:00 p.m.

2. Pledge of Allegiance

3. Roll call

4. Approve/amend agenda

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

5. Approve/amend minutes of May 31, 2012

Motion (Furlong/Pearson) to approve the minutes of May 31, 2012. Vote – unanimous. Motion carried.

6. Public comment – speakers will be limited to 5 minutes on agenda items only

None

7. Discuss status and exchange ideas for Maintenance-Lineman contract with Jeff LaFleur – information only

Chair Lakari read a letter received from Lineman Jeff LaFleur dated June 8, 2012, requesting to be put on the Personnel Committee agenda for discussion.

The committee discussed the current Maintenance-Lineman contract with Mr. LaFleur.

8. Discuss/consider sample airport staff appraisal documents submitted by the Airport manager and committee members, action if any

The committee discussed the sample appraisal documents submitted by Airport Manager Tony Krysiak and committee members.

Commissioner Furlong will bring additional appraisal documents for the committee to review at their next meeting.

9. Discuss/consider updated Work Rules and Policies, action if any

Mr. Krysiak distributed, and the committee reviewed, updated Work Rules and Policies.

Motion (Furlong/Pearson) to forward the updated Work Rules and Policies to the full Commission for approval and adoption. Vote – unanimous. Motion carried.

10. Discuss/consider results of Airport manager meeting with Avis Car Rental, action if any

Mr. Krysiak reported that calls to the local Avis phone number are now being directed to Green Bay. This has reduced the number of inquiry calls by 80%. Avis will continue to pay the airport a 13% commission on rentals.

Commissioner Pearson asked for the minutes to reflect that Mr. Krysiak did an outstanding job in achieving this outcome.

11. Public comment

None

12. Future agenda items

Review appraisal forms
Discuss process for pay study on Maintenance-Lineman position

13. Schedule next meeting

The next meeting is scheduled for July 26, 2012 at 1:00 p.m.

14. Adjourn

Motion (Furlong/Pearson) to adjourn at 4:35 p.m. Vote – unanimous. Motion carried.

Respectfully submitted,
Gina K. Teeple
Marinette County Administrative Secretary

Date approved/corrected: July 31, 2012