

MENOMINEE COUNTY AIRPORT COMMITTEE

Minutes of Meeting

December 17, 2019

****APPROVED 1/21/2020****

The Menominee County Airport Committee met on December 17, 2019 at 4:00 PM at the Menominee County Courthouse in Menominee, Michigan.

I. Call to Order

The meeting was called to order by Chair Gromala at 4:00 PM.

II. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

III. Roll Call

Commissioners Present: Chair Gromala & Commissioner Piche. Commissioner Cech arrived at 4:03 PM.

Other Present: Jason Carviou, County Administrator & Jeff LaFleur, Lead Operations Technician

IV. Approval of the Agenda

Motion made by Commissioner Piche, seconded by Commissioner Gromala to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

V. Approval of Previous Minutes (November 19, 2019)

Motion made by Commissioner Piche, seconded by Commissioner Gromala to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

VI. Public Comment

None

VII. Business

A. Budget Report

Discussion ensued regarding budget reports for the Menominee Regional Airport through November 30, 2019. Administrator Carviou advised that we have already exceeded our

budgeted amount for airfield maintenance/repairs (216-585-981.01) due to the asphalt repairs and for repairs to the fence caused by vehicles hitting it. Discussion ensued regarding the vehicles hitting the fence, repair costs, and that the County's insurance company has been sending letters to the driver and the vehicle owner, but have not received a response. The Committee asked that Administrator Carviou research options for pursuing payment for the damaged fence.

B. Fuel Sales Report

Per the General Ledger, fuel sales were as follows:

Business Sales - \$9,673.76

Cash Sales - \$1,137.50

Credit Card Sales - \$16,751.63

Total - \$27,562.89

C. Activity Report

Jeff Lafleur advised that things have slowed down for the winter months. The airport has sold several of the pre-paid fuel cards and all of the bugs seemed to be worked out of the process. There are a couple more people interested in buying the pre-paid cards. Jeremy has had a chance to get in the loader and start learning how to operate the equipment and snow removal procedures. M&M Aviation is busy and has a full hangar at the moment – Mark will be heading down to Florida for a bit during the winter months.

D. Upper Michigan Energy Resources - Easement

Administrator Carviou advised that Upper Michigan Energy Resources is asking Menominee County to grant new utility easements at the airport to upgrade existing utilities. Mead & Hunt was consulted and they advised that the FAA doesn't have any issue with granting utility easements so long as they are for the purpose of providing or upgrading utilities to structures on airport property.

Motion made by Commissioner Piche, seconded by Commissioner Cech to recommend to the Menominee County Board of Commissioners that they approve the utility easements with Upper Michigan Energy Resources. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

E. Community Hangar Roof - Update

Administrator Carviou advised that he did not have time to draft the RFP and publish it yet since the last meeting. The goal is to have the RFP complete and published before the next Airport Committee meeting.

IX. Public Comment

None

X. Commissioner Comment

Commissioner Piche – Wished everyone a Merry Christmas.

Commissioner Gromala - Wished everyone a Merry Christmas.

Commissioner Cech - Wished everyone a Merry Christmas.

XI. Adjournment

Motion made by Commissioner Cech, seconded by Commissioner Piche to adjourn. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

Meeting was adjourned at 4:28 PM.