

MENOMINEE COUNTY AIRPORT COMMITTEE

Minutes of Meeting

February 18, 2020

****APPROVED 2/25/2020****

The Menominee County Airport Committee met on February 18, 2020 at 4:05 PM at the Menominee County Courthouse in Menominee, Michigan.

I. Call to Order

The meeting was called to order by Chair Gromala at 4:05 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.

Others Present: Jason Carviou, County Administrator & Jeff LaFleur, Lead Operations Technician, and Jeremy Anderson, Operations Technician.

IV. Approval of the Agenda

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

V. Approval of Previous Minutes (January 21, 2020)

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

VI. Public Comment

None

VII. Business

A. Presentation – Civil Air Patrol

Cadets from the Civil Air Patrol (WI-049) made a presentation to the Committee focused on the purpose and opportunities provided by the Civil Air Patrol. The presentation highlighted and supplemented a written report provided to the Committee regarding the activities of the squadron in 2019. The presentation was well-received.

B. Budget/Fuel Sales Report

Per the General Ledger, fuel sales were as follows:

Business Sales -\$14,503.50

Cash Sales - \$0.00

Credit Card Sales - \$26,131.38

Pre-Paid Sales - \$4,549.65

Total Sales - \$45,184.53

Administrator Carviou advised that through January 2020, fuel sales have reached 30% of the anticipated revenue for the year. The benchmark was 33.33%; however, fuel sales are generally lower in the winter months and higher in the summer months.

Only budget concern to watch at this time was OT which 50% of the budgeted amount has already been used through January 2020.

C. Activity Report

Jeff Lafleur advised things have remained mostly slow, which is typical for the winter months. They have had a few large purchases of fuel in February already. Jeff & Jeremy have been staying busy with the last few snowstorms that we have had.

D. Community Hangar Roof – Open Bids/Make Recommendation

Sealed bids received for project RFP 19/20-6 were publicly opened (Bid Recapitulation Attached). Eight different contractors supplied bids for the project. The Committee discussed the options, and narrowed the list to the top three proposals based on price, materials, and warranty. The Committee directed Administrator Carviou to reach out to the top 3 contractors to clarify how much insulation is being included in the proposal. The Committee decided to hold a special meeting prior to the County Board meeting on February 25, 2020 to consider the final three contractors and the additional information.

E. Airport Fence - Update

Administrator Carviou advised that the \$972.00 for this repair was ordered as restitution to the County in an order signed by Judge Jamo on February 17, 2020. The County will receive the money as the Defendant makes payments.

F. Airport Days – August 16, 2020

Administrator Carviou advised that Mark Yankovich and Dennis Hopkins are leading the effort in planning and organizing for the “Airport Days” event on August 16, 2020. They already have the skydivers planned, as well as working on a car show, food vendors, and a variety of other static displays and activities. An update was given on bringing a B-17 Bomber in for the event, the cost would be \$5,500, 500 gallons of fuel, and 5 hotel rooms for the night, and use of the rental vehicles. Administrator Carviou stated he would try to fundraise the money for the bomber and have the hotel rooms donated if the County could possibly absorb the fuel into the contract.

IX. Public Comment

Greg Paulson – Civil Air Patrol, Gate Access Cards, Hangar Roof

Andre Pichette – Civil Air Patrol, Gate Access Cards

X. Commissioner Comment

Commissioner Cech – Commented on the Civil Air Patrol presentation.

XI. Adjournment

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