

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

**REGULAR SESSION, NOVEMBER 12, 2008, 1:30 PM
AT THE AIRPORT CONFERENCE ROOM**

MINUTES

CALL TO ORDER: 1:30 PM

ROLL CALL: Present: Commissioners Lang, Dill, Berman, Kakuk, Sauve and Johnson

REVIEW AGENDA: MOTION by Dill to approve agenda. SUPPORT by Johnson. MOTION CARRIED.

**REVIEW MINUTES: Regular Session, October 16, 2008
MOTION by Johnson to approve minutes. SUPPORT
by Sauve. MOTION CARRIED.**

**Personnel Committee, October 29, 2008
MOTION by Berman to approve minutes. SUPPORT by
Johnson. MOTION CARRIED.**

**PUBLIC COMMENT REGARDING AGENDA (No Debate): There was no public
comment regarding the agenda.**

**OLD BUSINESS: 1. Marketing of Airport Land. Mr. Johnson made a motion on
Sept. 10th at a Regular Session to continue to offer the Airport
parcels for development but to devote no additional funds to
market them. He remains with this decision.**

**NEW BUSINESS: 1. Bill Johnson of URS was present to supply the commission
with information on Phase II of the Airport Security Fence
Project.
In 2007, we did the first phase of the fencing project to
improve Security and to minimize the wildlife habitat on the
airport grounds.
In 2009 Phase II is Engineering to design a preliminary plan
for the remainder of the fence and to build a two-track gravel
road around the perimeter of the fence for monitoring
purposes.
Other project possibilities for 2009 include Cracks in the
taxiways (State crack/seal program is free), Develop an
upgrade to approach plan ~ LPV to allow for a 3 dimensional
approach (Horizontal, Vertical, Diagonal) for better visual
landing.
In 2010, The construction of the fence will begin. This process
will include clearing the grounds (wetlands) no grubbing, cut
to the ground only and (highland) clear the grounds with
grubbing 20 ft. inside the perimeter of the fence and 10**

ft. outside of the fence (vegetation may permit less clearing outside of the fence). The old fence will remain to mark the property line.

Bill Johnson would like for the Engineering Phase (2) to be approved by the board for work to begin before snow fall 2008.

So he would like a decision from the board today.

MOTION by Johnson to approve proceeding with Phase II of the Airport Security Fence Project

SUPPORT by Sauve. MOTION CARRIED with one opposition by Dill.

2. Advertisement in Midwest Flyer Magazine

MOTION by Johnson to discontinue the advertisement in the Midwest Flyer Magazine. SUPPORT by Kakuk. MOTION CARRIED.

***Brian Neumeier is asked to contact Midwest flyer to make sure Tony Krysiak didn't already commit to advertising in 2009.

3. Workers Compensation renewal with Twin City Service Agency as quoted for \$2769.00.

MOTION by Sauve to renew workers compensation from Twin City Service Agency as quoted for \$2769.00. SUPPORT by Berman. MOTION CARRIED.

4. Review, Discuss, and act upon the attached correspondence from attorney Gerald Mason regarding Airport Manager Hiring Procedure.

The Airport Commission at a Special Meeting on Oct. 9, 2008 Moved & Carried a motion to adopt the format and criteria used in the 2006 hiring process of the Airport Manager as guidance to the hiring process for 2008. This letter from Mr. Mason suggests that this process was not followed. Mr.

Neumeier recommends starting the whole hiring process over beginning with re-advertisement. All new applicants and those previously received will be re-evaluated and considered. The commission agrees to allow Brian Neumeier to run the advertisement for the airport manager with applications to be accepted until Dec. 1st, 2008.

MOTION by Johnson to authorize Brian Neumeier, Menominee County Administrator, to respond to Attorney Gerald Mason's letter. SUPPORT by Berman. MOTION CARRIED.

5. Motion to approve the recommendation of the Personnel Committee to Interview the Chosen Candidates for the Twin County Airport Manager.

Discussion in the prior Agenda item does not allow for the chosen Candidates to be interviewed. Those scheduled for an interview later today will be informed of the decision of the commission to re-advertise to increase applicant pool.

MOTION by Johnson to re-advertise the Airport Manager Position to increase the applicant pool. SUPPORT by Berman. MOTION CARRIED.

6. A motion to hire an airport manager today, dies due to interviews NOT being conducted today.

MANAGER REPORTS: Mr. Johnson asked about signing for payroll checks. He thought he was on the signature card for all functions of the airport. As it turns out, Mr. Johnson is allowed to sign everything EXCEPT the employee payroll checks. Mr. Lang or Kakak are responsible for signing for employee payroll checks. At a regular session meeting on Oct. 16, 2008, Not all of the Managers reports were approved due to lack of quorum. Mr. Lang would like the commission to vote on the manager reports that died due to lack of quorum at the Oct. meeting. Those reports were ~ Reconciliation Summary for September, 2008 & Vendor Balance for September, 2008. MOTION by Johnson to approve the two reports SUPPORT by Berman. MOTION CARRIED.

1. Profit & Loss and Airport Traffic for October 2008.
MOTION by Berman to accept report. SUPPORT by Johnson. MOTION CARRIED.
2. Reconciliation Summary for October 2008.
MOTION by Johnson to accept report. SUPPORT by Berman. MOTION CARRIED.
3. Vendor Balance for October 2008.
MOTION by Berman to accept report. SUPPORT by Sauve. MOTION CARRIED.
4. Customer Balance for October 2008.
MOTION by Sauve to accept report. SUPPORT by Johnson. MOTION CARRIED.
5. Check Detail for October 2008.
MOTION by Johnson to accept report. SUPPORT by Berman. MOTION CARRIED.
6. Capital Outlay Account as of October 31, 2008.
\$10,058.61

NEXT MEETING DATE: Personnel Committee ~ Thurs. Dec. 10th, 2008 at 9:00 AM in the Airport Conference Room.
Regular Session ~ December 11th, 2008 at 2:00 PM at the Airport Conference Room.

PUBLIC COMMENT: No Public Comment

COMMUNICATIONS: No other communications

ADJOURNMENT: MOTION to adjourn by Johnson. SUPPORT by Lang. MOTION CARRIED. Meeting was adjourned at 3:20 PM.