

MINUTES
TWIN COUNTY AIRPORT COMMISSION
REGULAR SESSION MEETING
June 17, 2014, 5:00 pm

Members Present: Nick Lakari, Mary Johns, Charlie Meintz, Chris Plutchak, and Ted Sauve
Also Present: Tony Krysiak, Airport Manager; Jeff LaFleur, Maintenance-Lineman; Dale Axtell; Leon Felch; Pat Nohlecek; Garry Anderson; Wayne Beyer; Nancy Douglas; Mary Negro, Menominee County Journal; Penny Mullins, Eagle Herald; Ken Connors, Bay Cities Radio; Amber Kaufman, Bay Cities Radio; Bill Clyma, Peshtigo Times; Larry Barker; Everett Anderson; John Hartz; Ann LaFleur

1. Call to order

Vice Chair Nick Lakari called the meeting to order at 5:04 pm.

2. Pledge of Allegiance - recited

3. Roll call taken by Vice Chair Nick Lakari

4. Approve/amend agenda

MOTION (Meintz/Johns) to approve the agenda as presented. Motion carried. No negative vote.

5. Approve/amend minutes of the May 20, 2014 Regular Session meeting

MOTION (Sauve/Meintz) to approve the minutes of May 20, 2014 as presented.

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

A request was made to move the meeting to the other room. The request was denied.

7. Acknowledge Menominee County Board of Commissioners Appointment of Mr. Gary Anderson to the Twin County Airport Commission. Information only.

Lakari revealed that in accordance with the By-laws, prior to Garry Anderson's appointment his hanger will need to be sold and the lease needs to be amended. An affidavit will need to be provided to the commission to confirm the sale, along with the appropriate documentation regarding the amended lease.

8. Status Reports: Information only

- User Study
- Explorer Solutions - Phase III

Lakari provided a background of the User Study. The Mead & Hunt information needs to be molded back into the first report. The project needs to be completed with accurate information to close it out.

Explorer Solutions - Lakari indicated that a conference call was held earlier this month with several individuals involved in this process. A calendar of events is laid out for completion in August 2015. Douglas reported that they have been working with NWTC to be a flight school. There will be a private sector partner who will be the flight instructor here at the airport.

9. Review Draft Employment Agreement for part time, 20-hour Maintenance-Lineman.
Action, if any (attachment).

A draft was submitted to Attorney Hass and he has approved the document.

MOTION (Meintz/Johns) to approve the employment agreement for the 20-hour Maintenance-Lineman. Motion carried. No negative vote.

10. **Discuss/Consider Amending Twin County Airport Work Rules/Policies for Disciplinary Actions - A. Suspensions; B. Discharge.** Action if any

Lakari handed out a copy of the Policies. Discussion involving the wording

MOTION (Johns/Meintz) to accept the proposed changes on page 3 under the suspension category and on page 4. Motion carried. No negative vote.

11. **Receive Building and Grounds Committee Report.**

A. Discuss/Consider Commission Approval to Move Forward with Display Helicopter Project. Action, if any

B. Discuss/Consider Moving Fence Line to Accommodate Display Helicopter. Action, if any

C. Improvement of Terminal Building Outside Aesthetics. Action, if any

D. Discuss/Consider Crack Repairs and Crack Sealing Improvement Projects. Action, if any

MOTION (Meintz/Plutchak) to authorize Commissioner Sauve to procure financial information to finalize the display project. Motion carried. No negative vote.

MOTION (Sauve/Plutchak) to have Mary Johns to move forward in looking into ways of improving the aesthetics outside of the terminal. Motion carried. No negative vote.

MOTION (Meintz/Johns) to authorize the airport manager to pursue the crack repair and crack seal projects as explained to the commission. Motion carried. No negative vote.

12. **Discuss/Consider Executive/Finance Recommendation to Approve Resolution 2014-01, authorizing Commission Chair to Sign Sponsor Contract with the Michigan Department of Transportation for the Jet A Rehabilitation Project.** Action, if any (attachment)

MOTION (Plutchak/Sauve) to approve Resolution 2014-01. Motion carried. No negative vote.

13. **Executive/Finance Committee report:**

A. Discuss/Consider Profit & Loss for May 2014, action if any

B. Discuss/Consider Reconciliation Summaries for May 2014, action if any

C. Discuss/Consider Vendor Balance for May 2014, action if any

D. Discuss/Consider Customer Balance for May 2014, action if any

E. Discuss/Consider Check Detail (#13014 thru #13025) and in the amount of \$6,833.23 for May 2014, action if any

F. Discuss/Consider Fuel Sales Report for May 2014, action if any

G. Discuss/Consider airport traffic for May 2014, action if any

MOTION (Meintz/Plutchak) to pay check #13014 thru #13025 in the amount of \$6,833.23 for May and include items A thru G. Motion carried. No negative vote.

14. **Communications/correspondence**

None.

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

Lakari expressed that Krysiak completed the interview process with four candidates for the part-time lineman position. Krysiak indicated they are prepared to offer Gary Schultz the position and hope to get him started within the next couple of weeks. Krysiak pointed out that Mr. Schultz has recently been appointed to member of the Menominee County Planning Commission, however this does not create a conflict.

Krysiak reported they have begun working on the budget. A draft has been provided to Commissioner Lakari. Income needs to be increased to fund some of the things they want to do. Not in a position to go back to the counties to fund any of the projects.

16. Dialog between airport users and the TCAC

Concern from Wayne Beyer about the Enstrom hanger's aesthetics.

17. Public comment – speakers will be limited to 5 minutes

Dale Axtell asking when the deer which are inside the fence will be taken care of as this is a safety hazard.

18. Future agenda items

Report of Building & Grounds Committee Report

By-law amendment regarding teleconferencing

Report on the Enstrom hanger aesthetics

Report on deer issue

19. Schedule next meeting

July 15, 2014 at 5:00 pm

20. Adjourn

MOTION (Meintz/Plutchak) to adjourn at 6:10 pm. Motion carried. No negative vote.

Respectfully Submitted:

Jennifer Seguin

Marinette County Administrative Secretary

Date approved: