

**Gogebic-Iron County Airport
Regular Board Meeting Minutes**

Gogebic-Iron County Airport
E5560 Airport Road
Ironwood, Michigan 49938

August 14, 2017
4:30 P.M.

Call to Order

The meeting was called to order by Chairman Oliver at 4:30 P.M.
The Pledge of Allegiance was recited.

Roll Call

Present: Mr. Hanson, Mr. Mullard, Mr. Wasley, Mr. Bonovetz and Mr. Oliver

Absent: None

Others Present: Mike Harma, Peter Koruga, Joe Pinardi and Mindy Prenderville

Approval of the Minutes

1. July 10, 2017 –Special Board Meeting

A motion was made by Mr. Mullard, supported by Mr. Bonovetz and carried by unanimous voice vote to approve the minutes as presented and place them on file.

2. July 10, 2017 –Regular Board Meeting

A motion was made by Mr. Bonovetz, supported by Mr. Hanson and carried by unanimous voice vote to approve the minutes as presented and place them on file.

Approval of the Agenda

A motion was made by Mr. Wasley, supported by Mr. Bonovetz and carried by unanimous voice vote to approve the agenda as presented.

Citizens Wishing to Address the Airport Board on Agenda Items (5 Minute Limit)

No citizens wishing to address the Airport Board.

New Business

1. 2017 -2018 Winter Season Propane Bids

A bid was submitted by Hilgy's via fax, because it was not submitted in a sealed envelope as the request had stated, the Board disqualified this bid.

A motion was made by Mr. Bonovetz, supported by Mr. Hanson and carried by unanimous voice vote to authorize Mr. Harma to open the sealed bids that were received.

Sealed bids were received from: AmeriGas, Krist Home Heating, Stempihar, Inc. and Midland Services.

A motion was made by Mr. Bonovetz and supported by Mr. Mullard to accept the bid submitted by Krist Home Heating for the 2017-18 winter season.

Roll Call Vote

Yes: Mr. Hanson, Mr. Mullard, Mr. Wasley, Mr. Bonovetz and Mr. Oliver

No: None

Motion carried.

Reports of Officers

1. Chairman Oliver –Employee Handbook Feedback

Mr. Oliver reported that he had not received any feedback from any of the Airport employees regarding the handbook that was distributed to them for each of them to review.

A motion was made by Mr. Mullard, supported by Mr. Bonovetz and carried by unanimous voice vote to continue developing an employee handbook for the Airport employees.

Manager's Report

Mr. Harma updated the Airport Board Members on the terminal apron project; stating that both sides have now been blacktopped and seeded. Some discussion took place regarding the type of product used and warranty stipulations.

Mr. Harma also updated the Airport Board Members on the crack-sealing project; he explained that he is expecting the painting and grass to be finished by the next Airport Board meeting. Some discussion took place about the crack-sealing.

Mr. Harma stated that the new-hire started on August 1st.

Mr. Harma said that the Administrator's Office had requested a budget for FY2018; he said he hasn't prepared anything official yet but did respond via email to Ms. Giackino that he doesn't expect the appropriation request amount to increase (from the last FY).

Mr. Harma then asked if the Board would like to select dates to begin Union Contract negotiations. A brief discussion took place as to whether or not the Union Contract would automatically renew or not.

It was decided that the Airport Board will hold a Special Board meeting on Monday, August 21st at 4:30 P.M. to review the current Collective Bargaining Agreement and discuss negotiation strategies.

Another Special Board meeting was tentatively scheduled to be held on Tuesday, September 5th at 4:30 to meet with the Union and begin negotiation discussions (a letter will be sent to the Union after the August 21st meeting requesting they meet on September 5th).

Mr. Oliver asked if there were any questions or concerns the Board Members had for Mr. Harma to address.

Mr. Bonovetz stated that he has some concerns about Mr. Harma becoming a pilot for Air Choice One; he also stated that his concerns are not a personal issue; his concerns are due to potential conflict of interest. Mr. Bonovetz stated that he retrieved copies of Mr. Harma's time sheets for the past month and asked Mr. Harma if he had finished his pilot training for Air Choice One because his time sheets are all marked with "8's" across the time sheet as if he were here all week and Mr. Bonovetz said he heard Mr. Harma was not here all week so he was curious if he attended training and just didn't mark any time gone for that.

Mr. Harma responded that he always marks "8's" across his time sheet because his hours vary so often plus, because he is a salary employee he does not feel he should even have to complete a time sheet.

Mr. Mullard stated the importance of keeping track of accurate hours in case and gave an example of if Mr. Harma marked 8 hours worked on his time sheet but only worked 4 hours and on his way home got into a car accident; Mr. Mullard said that could then be considered "airport business" and the Airport could potentially be sued or held liable for any damages.

Mr. Bonovetz suggested that Mr. Harma's hours be logged more accurately.

Mr. Wasley also agreed a more accurate log was important so the Board would see how Mr. Harma flying for Air Choice One would affect his hours and work at the Airport. Mr. Wasley also added that the Airport Employees need supervision and if Mr. Harma is flying; the hours is he available to supervise may change.

Mr. Harma stated that as far as him flying for the airline, "the proof is in the pudding" and he also stated he felt some Board Members were "splitting hairs" with the "what-if" scenarios.

More discussion took place regarding if Mr. Harma would be a First Officer or Captain; Mr. Harma explained that he would be flying as a First Officer, building experience.

Mr. Oliver said that this topic was discussed at the Gogebic County Board meeting and the Gogebic County Board requested that the issue be reviewed by Mr. Jacobs.

Mr. Wasley, Mr. Bonovetz and Mr. Mullard all agreed they are not in support of Mr. Harma becoming a pilot for Air Choice One.

Approval of the Reports

1. Hangar Storage Report –July 2017

After Mr. Mullard asked a question, Mr. Wasley requested that on future hangar storage reports, the previous months balance for each hangar tenant be included on the report.

A motion was made by Mr. Bonovetz, supported by Mr. Wasley and carried by unanimous voice vote to approve the hangar storage report as presented and place it on file.

2. Airline Performance Report –July 2017

A motion was made by Mr. Hanson, supported by Mr. Mullard and carried by unanimous voice vote to approve the airline performance report as presented and place it on file.

3. Aviation Fuel Report—July 2017

Mr. Mullard asked about a claim for Best Oil that is for a rebill of Federal Excise Tax; Mr. Harma explained the situation.

A motion was made by Mr. Mullard, supported by Mr. Bonovetz and carried by unanimous voice vote to approve the aviation fuel report as presented and place it on file.

Appropriations

1. Approval of the Claims & Accounts –Accounts Payable & Prepays

A motion was made by Mr. Bonovetz and supported by Mr. Wasley to approve the claims and accounts – accounts payable and prepays as presented.

Roll Call Vote

Yes: Mr. Hanson, Mr. Mullard, Mr. Wasley, Mr. Bonovetz and Mr. Oliver
No: None

Motion carried.

2. Approval of the Revenue & Expenditure Report –July 2017

A motion was made by Mr. Hanson, supported by Mr. Bonovetz and carried by unanimous voice vote to approve the revenue and expenditure report as presented and place it on file.

Other Matters

Mr. Mullard and Mr. Harma pointed out that there was a sign-up sheet for the Gogebic County Fair if any of the Board Members would be willing to volunteer.

Public Comment

No public comment.


Adjournment

A motion was made by Mr. Wasley, supported by Mr. Mullard and carried by unanimous voice vote to adjourn the meeting. The meeting adjourned at 5:17 P.M.

9/11/17
Date Approved



Jeff Wasley, Recording Secretary



Minutes Submitted by Mindy Prenderville
Confidential Secretary, Gogebic-Iron County Airport