

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

**Gogebic-Iron County Airport
E5560 Airport Rd.
Ironwood, MI 49938**

**September 13, 2021
10:00 A.M.**

Call to Order

The meeting was called to order at 10:00 A.M. by Mr. Hanson.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Present: (5) Mr. Byrns, Mr. Lorensen, Mr. Siirila, Mr. Snyder, Mr. Hanson

Absent: (0) None

Others Present: Mike Harma, Kristi Freeman, Tom LaVenture, Joseph Pinardi

Approval of the Minutes

1. August 9, 2021 – Regular Board Meeting

A motion was made by Mr. Byrns, supported by Mr. Lorensen and carried by unanimous voice vote to approve the minutes from both meetings as presented.

Approval of the Agenda

A motion was made by Mr. Snyder, supported by Mr. Siirila 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)

None

New Business

1. Propane Bids

Sealed bids for the 2021-2022 winter season were received from Krist Home Heating and Midland Services.

A motion was made by Mr. Siirila and supported by Mr. Snyder to accept the propane bid from Krist Home Heating at \$1.38/gallon.

Roll Call

Yes: (5) Mr. Byrns, Mr. Lorensen, Mr. Siirila, Mr. Snyder, Mr. Hanson

No: (0) None

Motion carried.

2. MDOT Amendatory Contract #2020-0786/A1 Capital Improvement & Equipment Project – Terminal Badging Upgrade

Mr. Harma stated the following grant required an extension due to scheduling, staff and equipment issues with the vendor scheduled to complete the project. Discussion continued into finding a new vendor to complete the project. **A motion** was made by Mr. Lorensen, supported by Mr. Siirila and carried by unanimous voice vote to authorize forwarding of the grant to Gogebic County for the chairman's signature.

3. Chemical Storage for Deicing

Mr. Harma discussed the need to purchase liquid deicing for the spray trailer recently purchased. He's inquired into purchasing a tank, but selection is limited with a price quoted at \$30,000. It was decided to purchase totes for this year and reassess a tank purchase after this winter. The chemical for this winter is already in the FY2022 budget.

Old Business

1. Airport Terminal Parking Lot Expansion

Mr. Harma received two bids to complete the terminal parking lot expansion. Discussion continued as to the need for the additional parking and an increased project cost due to potential soft spots. Mr. Siirila expressed delaying the project or just plowing the space to see how the airline progresses and suggested relocating vehicles to the general aviation area if there is a space issue. Mr. Harma understood the concerns but stated plowing that area won't work and noted a lack of staff to deal with vehicle issues. **A motion** was made by Mr. Lorenson and supported by Mr. Snyder to approve the airport terminal parking lot expansion for the contractor and electrician with a cost not to exceed \$55,500.00. If the project exceeds this, then a discussion to reducing the scope of the project will be required.

Roll Call

Yes: (4) Mr. Byrns, Mr. Lorenson, Mr. Snyder, Mr. Hanson

No: (1) Mr. Siirila

Motion carried.

2. Seasonal Employees

Mr. Harma intends to hire three seasonal employees creating a call list for winter plowing needs. Two previous employees, with minimal training required, would return and one to be interviewed for the position. Discussion continued as to the need for the position to which Mr. Harma responded to the runway conditions and subsequent staffing required for a jet to land. The seasonal employee would be paid \$25.00 per hour with no benefits. There would be no fixed cost and a potential for overtime savings during a large snowfall winter. **A motion** was made by Mr. Snyder, supported by Mr. Byrns and carried by voice vote (Mr. Siirila opposed) to allow Mr. Harma to establish a call-in list for seasonal employees.

3. FY2022 Budgets

Mr. Harma discussed the appropriation cut proposed by Gogebic County of \$44,000 in operating and \$10,000 in capital outlay. If this budget cut takes effect, Mr. Harma will need to forward cash. He's concerned the budget can't absorb such a cut with a new jet airline service provider. **A motion** was made by Mr. Snyder, supported by Mr. Lorenson and carried by unanimous voice vote to approve the proposed budget and draw from our cash balance pending Gogebic County's appropriation approval.

Manager's Report

1. Mr. Harma stated that Phase 2 of the PFAS investigation, including drilling holes, measuring water levels, collecting pond sediment, and surface water sampling will be completed in October. The results should be received by the first of next year and all grant funds will be utilized by the end of this phase.
2. Ameriflight is again the UPS air cargo provider starting this month.
3. The broom truck has arrived. Mr. Harma drove to Nebraska to evaluate the unit, which was purchased for \$125,000.00.
4. Hangar #5 doors have been ordered and should be received by the end of September. He will be in contact with the contractor and electrician.

- Mr. Harma requested a \$1.00 raise or a \$2,000 bonus for each employee, to which he budgeted for. Mr. Siirila asked to table the raise until the next meeting pending the passing of Gogebic County's budget and employee raises at the courthouse.

Approval of the Reports

- Airline Performance Reports – July & August 2021
- Accounts Receivable Aging Summary – August 2021
- Outstanding Balances Report – August 2021
- Aviation Fuel Report – August 2021

A motion was made by Mr. Siirila, supported by Mr. Lorensen and carried by unanimous voice vote to approve Reports 1-4 and place on file.

Appropriations

1. Approval of the Claims & Accounts

- Prepays & Credit Card – August 2021
- Accounts Payable – September 2021

2. Approval of the Revenue & Expenditure Report – August 2021

A motion was made by Mr. Lorensen, supported by Mr. Snyder and carried by unanimous voice vote to approve Appropriation 1 – Approval of the Claims & Accounts a & b and Appropriation 2 – Approval of the Revenue & Expenditure Report as presented and place on file.

Roll Call

Yes: (5) Mr. Byrns, Mr. Lorensen, Mr. Siirila, Mr. Snyder, Mr. Hanson
No: (0) None

Motion Carried

Other Matters

Mr. Siirila inquired to when Ross Peterson could begin the terminal parking lot to which Mr. Harma stated by next week. Mr. Snyder pleaded to Gogebic County members not to reduce the Airport's appropriations.

Public Comment

None


Adjournment

A motion was made by Mr. Siirila, supported by Mr. Snyder and carried by unanimous voice vote to adjourn the meeting by the call of Chairman Hanson. The meeting adjourned at 11:47 A.M.

10/11/2021
Date Approved



Brandon Snyder, Recording Secretary



Minutes Submitted by Kristi Freeman
Confidential Secretary, Gogebic-Iron County Airport