

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

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

**February 10, 2022
9:00 A.M.**

Call to Order

The meeting was called to order at 9:00 A.M. by Mr. Hanson.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

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

Absent: (0)

Others Present: Mike Harma, Kristi Freeman, Vanessa Meide, Joseph Pinardi

Approval of the Minutes

1. January 10, 2022 – Organizational & Regular Board Meeting

A motion was made by Mr. Lorenson, supported by Mr. Siirila and carried by unanimous voice vote to approve the minutes as presented emphasizing the terminal modification project to start upon the arrival of the doors.

Approval of the Agenda

A motion was made by Mr. Siirila, supported by Mr. Snyder and carried by unanimous voice vote to approve the agenda as presented in addition to Assistant Manager and Hangar Rental to Other Matters.

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

None

Old Business

1. Joint Use Airport Operations Building & General Aviation Terminal Building

Mr. Harma discussed the immediate need for snow removal equipment storage which could be transitioned into a future hangar. The board discussed size and location options. The board requested prices to review including the minimum required and other size options, as well.

New Business

1. MDOT Contract #2022-0354 Aircraft Rescue & Fire Fighting (ARFF) Training

The following grant allows our airport linemen to complete mandatory firefighter training annually. **A motion** was made by Mr. Snyder, supported by Mr. Lorenson and carried by unanimous voice vote to authorize forwarding the grant to Gogebic County for the chairman's signature.

2. Seek proposals for Tracked Skid Steer with Attachments

Mr. Harma requested authorization to receive bids for a wide tracked skid steer with attachments. The board discussed the potential price, uses throughout the airport property along with the benefits of owning vs renting. **A motion** was made by Mr. Snyder, supported by Mr. Byrns and carried by unanimous voice vote to approve seeking proposals for a tracked skid steer.

Manager’s Report

1. Mr. Harma will be attending the MAAE conference held February 16 and 17th in Lansing.
2. Mr. Harma has started the truck acquiring process.
3. Denver Air Connection has obtained an interline agreement with American Airlines beginning mid-March.
4. Mr. Harma is working on the tenant lease. He’s received feedback from Mr. Jacobs and is now awaiting further feedback regarding insurance requirements.
5. Mr. Harma is continuing to get quotes on a fuel truck and/or upgraded fuel farm. He is leaning to finding an older model refurbished truck which provides a mobile back up.
6. There was a pre-construction bid meeting for the Midfield Taxiway project with an anticipated starting date of June 1, 2022. The funding is not yet secure as there are two grants for the project.
7. The terminal modification project is 75% complete. We are awaiting the arrival of the entry and roll-up door. Most of the electrical is complete and the outlets should be complete within the next couple of weeks.

Approval of the Reports

1. Airline Performance Reports – January 2022
2. Accounts Receivable Aging Summary – January 2022
3. Outstanding Balances Report – January 2022
4. Aviation Fuel Report – January 2022

A motion was made by Mr. Lorensen, supported by Mr. Snyder and carried by unanimous voice vote to approve Reports 1-4 and place on file. The board has continued to receive positive feedback regarding the airline.

Appropriations

1. **Approval of the Claims & Accounts**
 - a. Prepays & Credit Card – January 2022
 - b. Accounts Payable – February 2022

2. **Approval of the Revenue & Expenditure Report – January 2022**

A motion was made by Mr. Siirila, supported by Mr. Lorensen 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. Lorensen, Mr. Siirila, Mr. Snyder, Mr. Hanson
No: (0)	None

Motion Carried

Other Matters

Mr. Siirila questioned Mr. Richter's assistant manager/crew manager title. Discussion took place regarding the board's notification of the decision and the position specifications. **A motion** was made by Mr. Snyder, supported by Mr. Lorensen and carried by voice vote approving Mr. Richter's \$1.00 raise for the assistant manager/crew leader position.

Roll Call

Yes: (4) Mr. Byrns, Mr. Lorensen, Mr. Snyder, Mr. Hanson
No: (1) Mr. Siirila

Motion Carried

Mr. Siirila asked Mr. Harma about the hours/training of seasonal employee's along with Mr. Harma's own hours. The board discussed Mr. Harma's time requirements as he is salary.

The cleanliness of the airport terminal was discussed with the focus pertaining to trash and the bathrooms. Mr. Harma suggested hiring a janitor for the daily cleaning needs of the airport but did not receive support. He stated the linemen are doing their best but can't perform to the satisfaction of the tenants due to the prioritizing of operational and mechanical needs of the airport. The board discussed different perceptions of cleanliness. Mr. Snyder suggested that trash should be changed daily. **A motion** was made by Mr. Siirila, supported by Mr. Lorensen and carried by voice vote (Mr. Snyder opposed) that daily bathroom cleanings must be completed by the linemen or there will be consequences.

Mr. Siirila stated that Mr. Harma does not inform the board. Mr. Lorensen stated that Mr. Harma has the right to move into open/closed session to address issues with his communication skills. The board discussed future performance evaluations.

Mr. Byrns asked about those holding Air Choice One tickets to which they're referred to contact the previous airline for reimbursement.

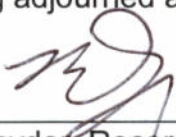
Public Comment

None

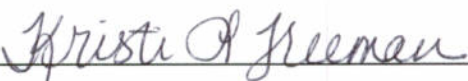
Adjournment

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 10:54 A.M.

03/14/2022
Date Approved



Brandon Snyder, Recording Secretary



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