

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

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

March 14, 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, Joseph Pinardi, Zachary Marano

Approval of the Minutes

1. February 10, 2022 – Regular Board Meeting
2. February 25, 2022 – Special Board Meeting

Specifics within the minutes were discussed, particularly the February 10th minutes regarding a performance evaluation on the manager, the authority of the assistant manager and a disagreement over the language regarding cleanliness and how to be cleaned. **A motion** was made by Mr. Lorenson, supported by Mr. Snyder and carried by unanimous voice vote to approve the minutes as presented.

Approval of the Agenda

A motion was made by Mr. Lorenson, supported by Mr. Snyder and carried by unanimous voice vote to approve the agenda as presented with two additions to Other Matters - Performance Evaluation and Terminal Cleanliness Letter.

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

None

Old Business

1. Capital Improvement & Equipment Project – Terminal Badging Upgrade

Mr. Harma stated he received a quote from LaForce to perform the upgrade for \$26,504.00 with virtual support thereafter at \$123.75 per month. The original vendor backed out citing COVID and staffing issues. The \$10,000 grant that was to help fund the project expired on February 16th while awaiting a quote from the new vendor. **A motion** was made by Mr. Lorenson and supported by Mr. Snyder to approve moving ahead with the terminal badging upgrade utilizing capital outlay funds.

Roll Call

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

Motion Carried

New Business

1. Airport PFAS Testing Grant Amendment #IWD-PFAS 2020/A1

The following amendment allows for continued funding of the final testing to be completed this summer. **A motion** was made by Mr. Snyder, supported by Mr. Byrns and carried by unanimous voice vote to authorize forwarding the grant to Gogebic County for the chairman's signature.

2. General Aviation Tenant Lease

The board reviewed a lease for the general aviation tenants with a return by date of May 1, 2022. Mr. Siirila questioned several items within the lease and discussion took place regarding such. **A motion** was made by Mr. Lorenson, supported by Mr. Snyder and carried by unanimous voice vote to adopt the following airport lease agreement, specifically not allowing chemical application from Section 3.01.07, with a \$15.00 per month increase for each tenant.

Manager's Report

1. Mr. Harma stated all paperwork has been submitted for the Midfield Taxiway project. We are awaiting a funding date for the project. Payne and Doyle won the contract for \$3,091,288.66.
2. Mr. Harma discussed optional PFAS blood testing for our firemen.
3. Mr. Harma advised that TSA is receiving a carry-on scanner and full body walk through scanner which will decrease passenger pat downs and create a more enjoyable travel experience.
4. Mr. Snyder asked if the terminal remodel project has been completed. Mr. Harma stated that the contractor work is complete and airport staff is finishing painting and repositioning of equipment.

Approval of the Reports

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

A motion was made by Mr. Snyder, supported by Mr. Byrns and carried by unanimous voice vote to approve Reports 1-4 and place on file. Mr. Lorenson inquired to weather cancellations that are not always due to weather at IWD. Mr. Harma attributed less cancellations due to airline success and improved runway conditions.

Appropriations

1. Approval of the Claims & Accounts

- a. Prepays & Credit Card – February 2022
- b. Accounts Payable – March 2022

Mr. Siirila asked for explanation on several claims. The board discussed increasing Mr. Harma's spending limit on purchases. **A motion** was made by Mr. Lorenson, supported by Mr. Siirila and

carried by unanimous voice vote to raise the spending limit to \$10,000.00; in the event of an emergency or if costs will exceed that amount authorization is given to proceed but in those cases the Board prefers quotes if possible and to let them know.

2. Approval of the Revenue & Expenditure Report – February 2022

A motion was made by Mr. Lorensen, supported by Mr. Siirila 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

1. Performance Evaluation

Mr. Lorensen suggested a performance evaluation on the manager. He will research the process and provide sample evaluations at the next meeting.

2. Terminal Cleanliness Letter

Mr. Harma provided the letter sent to TSA and Denver Air Connection concerning the cleanliness at the terminal. Mr. Siirila questioned the overtime discussed in the letter. Future flexibility of the seasonal staff to help with cleaning was discussed. The secretary was asked to provide contracts and policies pertaining to the airport.

Public Comment


None

Adjournment

A motion was made by Mr. Lorensen, supported by Mr. Siirila and carried by unanimous voice vote to adjourn the meeting by the call of Chairman Hanson. The meeting adjourned at 10:06 A.M.

04/11/2022

Date Approved



Brandon Snyder, Recording Secretary



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