

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

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

**April 11, 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: (4) Mr. Byrns, Mr. Siirila, Mr. Snyder, Mr. Hanson

Absent: (1) Mr. Lorenson

Others Present: Mike Harma, Kristi Freeman, Joseph Pinardi

Approval of the Minutes

1. March 14, 2022 – Regular Board Meeting

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

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 with the addition of PFAS Grant Funding and tabling the employee performance evaluations. Mr. Siirila questioned topics submitted by Mr. Lorenson for discussion, in which Mr. Harma stated can be discussed during the manager's report.

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

None

New Business

1. Employee Performance Evaluations

A motion was made by Mr. Snyder, supported by Mr. Siirila and carried by unanimous voice vote to table until the next meeting.

2. PFAS Grant Funding

Mr. Harma discussed an EGLE grant to continue testing and monitoring PFAS for two more years. The proposal request on this grant is due by April 29, 2022, with a minimum award of \$50,000. Mr. Harma would continue to utilize Mead & Hunt and LimnoTech if they agree to continue services. **A motion** was made by Mr. Siirila, supported by Mr. Snyder and carried by unanimous voice vote to authorize the appropriate signature for the grant application as long as it doesn't cost any money.

Manager's Report

1. American Airlines online booking is still in progress.
2. Mr. Harma is still awaiting notification on the taxiway project funding scheduled to begin this summer.
3. Mr. Harma stated he will be traveling to inspect a fuel truck to replace the current 5K leased through Titan Aviation. He discussed the options that he will be considering.
4. Mr. Harma read through discussion topics emailed by Mr. Lorensen who was unable to attend the meeting.
 - a. Baggage Carts – Mr. Harma stated that the airline is working on purchasing carts for their operations.
 - b. Leases – The airport does not have a lease with the airline. Mr. Siirila supports having a lease in writing with Denver Air Connection. The airport does have a lease with TSA, who has its own leasing company which submits on their behalf.
 - c. Personnel Policy – Mr. Harma stated we are operating under a human resources summary requested by the Courthouse in 2020. A handbook has been written but not approved by a human resource professional. Mr. Siirila requested a copy of the handbook. Mr. Harma will work on finalizing.

Approval of the Reports

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

Appropriations

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

A motion was made by Mr. Snyder, supported by Mr. Byrns and carried by unanimous voice vote to approve Appropriation 1 – Approval of the Claims & Accounts a & b.

Roll Call

Yes: (4) Mr. Byrns, Mr. Siirila, Mr. Snyder, Mr. Hanson
No: (0) None

Motion Carried

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

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

Other Matters

Mr. Siirila asked if the airline's flight schedule is listed on our website to which we demonstrated it is, under Denver Air Connection's tab on the top.

Public Comment

None


Adjournment

A motion was made by Mr. Snyder, supported by Mr. Siirila and carried by unanimous voice vote to adjourn the meeting by the call of Chairman Hanson. The meeting adjourned at 9:39 A.M.

05/09/2022
Date Approved



Brandon Snyder, Recording Secretary



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