

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

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

May 9, 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. Lorensen, Mr. Siirila, Mr. Snyder, Mr. Hanson

**Absent:** (0)

**Others Present:** Mike Harma, Kristi Freeman, Joseph Pinardi, Zachary Marano

**Approval of the Minutes**

1. April 11, 2022 – Regular Board Meeting

Mr. Siirila questioned not receiving a handbook and whether Mr. Harma stated he was working on the handbook. Mr. Harma responded that he doesn't want to send it out incomplete.

**A motion** was made by Mr. Byrns, supported by Mr. Lorensen and carried by voice vote to approve the minutes as presented upon review of the tape. *Mr. Snyder opposed.*

**Approval of the Agenda**

**A motion** was made by Mr. Lorensen, supported by Mr. Siirila and carried by unanimous voice vote to approve the agenda as presented along with five additions per Mr. Lorensen. The additions include Email Responses to the Board, Updates on Garage/Carts, Denver Air Connection Lease, Personnel Policy/Handbook and Denver Air Connection Contacts.

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

None

**New Business**

1. Employee Performance Evaluations

Mr. Lorensen will forward sample performance evaluations to fellow board members. Mr. Harma is to complete the performance evaluations on his staff. Mr. Snyder stated evaluations should be based on the employee's job description. The most recent job descriptions are available from the MGT study. **A motion** was made by Mr. Snyder, supported by Mr. Lorensen and carried by unanimous voice vote to table until the next meeting pending more information to the board members.

2. Jet Fuel Truck Purchase

Mr. Harma discussed traveling to view fuel trucks all with Mercedes engines. The board discussed this type of engine and the fuel truck currently being rented from Titan. The board asked Mr. Harma to try negotiating with Titan for a lower price than \$185,000 accounting for the rental fees already paid. **A motion** was made by Mr. Siirila, supported by Mr. Snyder and carried by unanimous voice

vote that if Mr. Harma receives a reasonable price to email the board members and they will convene for a special meeting for purchase approval.

### 3. Airport Operations Truck Purchase

Mr. Harma discussed a quote received for a 2023 Chevrolet Silverado 3500 Regular Cab with a Service Body and Plow from Monroe Truck and Boss V-Plow for \$64,402.00 valid through May 11th from Ewald Automotive Group. The quoted truck is yellow with a white service box as it's \$2600.00 to upgrade to yellow. Mr. Lorensen seeks to keep continuity of one color and to pay for the upgrade. Mr. Siirila proposed quoting the plow package though Jim Estola of Rick's Auto. **A motion** was made by Mr. Snyder and supported by Mr. Lorensen to approve this purchase with the listed price plus the cost of the color change that Mr. Lorensen requested and the only caveat being whichever plow package comes out cheaper.

### Roll Call

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

### **Motion Carried**

### Manager's Report

1. Fire training was completed in Marquette on May 4<sup>th</sup> and 5<sup>th</sup> for the linemen. The FAA's Part 139 inspection is coming up in June. The last stormwater sample for EGLE was taken and sent out. A final summary report will be submitted to MDOT and EGLE to close out the PFAS grant. We applied for another grant with EGLE to complete the next round of testing for \$176,477. The application has been received and awaiting approval. Mr. Harma signed the application and the actual signature at board level will be upon grant approval.
2. Mr. Harma is still awaiting the FAA's funding notification for the taxiway project scheduled to begin this summer.
3. Mr. Harma stated that spring maintenance has begun along with prepping for the upcoming mowing season.

### Approval of the Reports

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

Mr. Siirila discussed the airline's notification process regarding cancellations. Mr. Lorensen commented on the airline's great staff with only small glitches to improve upon. **A motion** was made by Mr. Snyder, supported by Mr. Siirila 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 – April 2022
  - b. Accounts Payable – May 2022
2. **Approval of the Revenue & Expenditure Report – April 2022**

Mr. Siirila inquired into the leases received. **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 placed on file.

**Roll Call**

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

**Motion Carried**

**Other Matters**

1. Email Responses to Board Members

Mr. Lorensen would appreciate acknowledgement of emails received by airport staff. Discussion continued as to the extent of what board members can communicate with each other through emails.

2. Carts/Garage

Mr. Lorensen commented that he read in the minutes that the airline is looking into carts. He inquired into the possibility of putting up a garage to store equipment. Mr. Harma stated that he contacted the airline if interested in renting half of a 40' x 36' building for approximately \$1000.00/month but they have not responded.

3. Denver Air Connection Lease

Mr. Lorensen is uncomfortable not having a lease with the airline due to expectations, insurance and liability. Mr. Harma is working on an airline lease, and he will email once complete. Mr. Siirila requested the airline pricing summary and Mr. Lorensen concurred.

4. Personnel Policy/Handbook

Mr. Lorensen is requesting the handbook and will forward to the appropriate contacts to proceed with approving. Mr. Siirila inquired into the status of Mrs. Freeman's position. Mr. Harma will work on completing.

5. Denver Air Connection Contacts

Mr. Lorensen inquired into the status of asking contacts of Denver Air Connection questions. It was discussed that a board member can discuss information as long as there are no promises or negotiations.

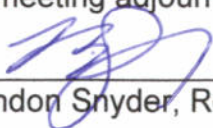
**Public Comment**


None

**Adjournment**

**A motion** was made by Mr. Snyder, supported by Mr. Byrns and carried by unanimous voice vote to adjourn the meeting by the call of Chairman Hanson. The meeting adjourned at 9:57 A.M.

06/21/2022  
Date Approved

  
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Brandon Snyder, Recording Secretary

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