

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

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

**September 12, 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: Todd Richter, Kristi Freeman, Joseph Pinardi, Ty Gilmore, Zachary Marano

Approval of the Minutes

1. August 29, 2022 – Special Board Meeting

A motion was made by Mr. Lorenson, 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. 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

Old Business

1. Airport Employee Handbook

Mr. Lorenson stated additional time is needed to review the handbook. **A motion** was made by Mr. Siirila, supported by Mr. Snyder and carried by unanimous voice vote to table approval of the employee handbook.

New Business

1. Propane Bids

Sealed bids for the 2022-2023 winter season were received from Hilgy's, Krist Home Heating and Midland Services.

A motion was made by Mr. Snyder and supported by Mr. Siirila to accept the propane bid from Krist Home Heating at \$1.749/gallon.

Roll Call

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

No: (0) None

Motion Carried

2. Chamber Memberships

The board discussed the benefits of chamber membership in supporting the growth of the airport. **A motion** was made by Mr. Lorenson, supported by Mr. Siirila and carried by unanimous voice vote to approve joining the chambers within Gogebic, Iron and Ashland counties.

3. Toro Electrical Upgrades

Mr. Richter discussed Toro's future electrical needs in testing battery powered equipment. For this winter season, Toro will supply their own power with a 50K watt generator. Future electrical upgrades will be necessary to which Toro will financially cover.

4. MDOT Contract No. 2022-0953

Reconstruct Taxiway Lighting - Midfield Parallel A & A2; Rehabilitate Taxiway - Midfield Parallel A (2,090' x 50'); Shift or Reconfigure Existing Taxiway - Midfield Connectors (1,025' x 35' to TDG2) to Commercial Service Apron - Construction

A motion was made by Mr. Lorenson, supported by Mr. Snyder and carried by unanimous voice vote to authorize forwarding the grant to Gogebic County for the chairman's signature. Ms. Freeman queried to who will sign the FAA Assurances required to be submitted with the contract. **A motion** was made by Mr. Lorenson, supported by Mr. Siirila and carried by unanimous voice vote to authorize Mr. Richter as the board's signature designee.

5. County Appropriations

The board discussed the appropriations provided by each county, deciding on an operating split of 70% from Gogebic County and 30% from Iron County. **A motion** was made by Mr. Lorenson, supported by Mr. Siirila and carried by unanimous voice vote to send a letter to both Gogebic and Iron Counties that based on the intercounty agreement the appropriations from this coming year should be a 70/30 split. Discussion continued to the capital outlay fund balance and future project plans. Mr. Lorenson inquired into the terminal expansion study. Mr. Richter explained the two studies and potential costs. Mr. Lorenson asked Ms. Freeman to provide a capital outlay project list to the board members.

6. Employee Healthcare

The wages within the counties were discussed, with Gogebic County raises including an increase to cover the health care contribution increasing from 10% to 12.5%. **A motion** was made by Mr. Siirila and supported by Mr. Lorenson that airport staff will follow Gogebic County's 12.5% healthcare increase effective October 1, 2022, reimbursed within the wage increase.

Roll Call

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

Motion Carried

Manager's Report

1. Mr. Richter stated a wire harness for \$11032.69 is required for the 2006 plow truck with a 240-day estimated lead time. **A motion** was made by Mr. Lorenson and supported by Mr. Snyder to purchase the replacement harness utilizing capital outlay funds. Mr. Suvanto will complete the work next summer.

Roll Call

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

Motion Carried

2. Laforce is scheduled to complete the terminal badging upgrade September 26-30, 2022.
3. Mr. Richter notified of upcoming overtime due to a staff member attending fuel training and scheduled vacation time.
4. Mead & Hunt responded to the inquiry into the terminal expansion study. The board discussed the frequency of congestion; Mr. Gilmore will provide numbers for 25+ flights. Ms. Freeman will provide the engineer's email with a detailed explanation to the types of studies and associated costs. Fare prices and enplanement numbers were also discussed.

Approval of the Reports

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

A motion was made by Mr. Lorenson, supported by Mr. Snyder 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 – August 2022
 - b. Accounts Payable – September 2022

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

Roll Call

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

Motion Carried

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

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

Other Matters

The new airfield pickup truck is scheduled to arrive in January 2023. Mr. Gilmore inquired into plans to repair the taxiway, which are scheduled for the summer of 2023. Mr. Hanson thanked Denver Air for attending the meeting and the board commended their outstanding level of customer service.

Public Comment

None

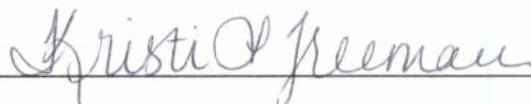
Adjournment

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 9:53 A.M.

10/10/2022
Date Approved



Brandon Snyder, Recording Secretary



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