

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

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

**January 9, 2023
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: (3) Mr. Byrns, Mr. Siirila, Mr. Hanson

Absent: (2) Mr. Lorenson, Mr. Snyder

Others Present: Mr. Lorenson (Phone) Todd Richter, Kristi Freeman, Joseph Pinardi, Sallie Holtz, Stephanie Matonich, Ty Gilmore, Megan Hughes

Hearings

1. Select Chairperson
2. Select Vice Chairperson
3. Select Recording Secretary
4. Regular Meeting Dates
5. Parliamentary Procedures

A motion was made by Mr. Siirila, supported by Mr. Byrns and carried by unanimous voice vote to table the hearings until the next meeting when a full board is present.

Approval of the Minutes

1. December 12, 2022 – Regular Board Meeting

A motion was made by Mr. Byrns, supported by Mr. Siirila 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. Byrns 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 Manager Vacancy

Ms. Freeman stated that the job description and posting have been updated and requested approval to advertise the manager's position. Discussion took place regarding the manager's salary. **A motion** was made by Mr. Siirila, supported by Mr. Byrns and carried by unanimous voice vote to approve the manager's job description and posting.

2. Airport Operating Fund Balance

Ms. Freeman explained the monthly deficit occurring in the operating account and requested a transfer of funds from capital outlay to operating to cover it. Mr. Lorensen asked Ms. Freeman to seek a letter from the County treasurer with a written explanation of why we need to transfer funds or does this necessitate a budget amendment at the county level versus the airport. Discussion continued to maintaining a list of capital improvement projects, appropriations and budgeting based on specific needs.

3. Lake Rd. Property Purchase

Ms. Freeman requested hiring a transaction coordinator for the property purchase. Discussion continued to what this entails and the benefit of the property. **A motion** was made by Mr. Siirila and supported by Mr. Byrns for approving a transaction coordinator not to exceed \$1,000.00.

Roll Call

Yes: (3) Mr. Siirila, Mr. Byrns, Mr. Hanson
No: (0) None

Motion Carried

Manager's Report

1. Toro is on the field. Talking to partner with Toro for upgrading power.
2. The TSA AIT installation scheduled for January has been delayed indefinitely.
3. The line truck is delayed with no estimated delivery.
4. Martin is scheduled for fire training in February.
5. Quotes were provided for a heavy-duty box blade and skid steer. Mr. Richter seeks a skid steer before summer to maintain property and clear land utilizing our current staff. The board requested an additional quote for each piece of equipment.
6. Mr. Richter stated another purchase of deicing solution may be required. The last purchase was approximately \$36,000.00. **A motion** was made by Mr. Siirila and supported by Mr. Byrns to approve the deicing solution purchase.

Roll Call

Yes: (3) Mr. Siirila, Mr. Byrns, Mr. Hanson
No: (0) None

Motion Carried

7. Ms. Freeman thanked the board for the Christmas gift cards.

Approval of the Reports

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

A motion was made by Mr. Siirila, supported by Mr. Byrns and carried by unanimous voice vote to approve Reports 1-4 as presented and place on file.

Appropriations

1. Approval of the Claims & Accounts

- a. Prepays & Credit Card – November 2022
- b. Accounts Payable – December 2022

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

A motion was made by Mr. Byrns and supported by Mr. Siirila 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: (3) Mr. Byrns, Mr. Siirila, Mr. Hanson
No: (0) None

Motion Carried

The airline manager was asked about flight delays/cancellations, customer service, ticket pricing and enplanement numbers. Mr. Gilmore stated the company is experiencing some growing pains and working to resolve communication.

Other Matters

Mr. Gilmore stated he will be stepping down from the manager's position. Chris Anderson will become the new station manager.

Public Comment

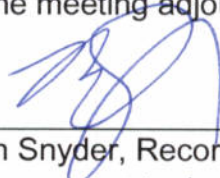
Ms. Holtz stated the higher salary of another local management position in comparison to the airport manager's salary.

Ms. Holtz asked about the upcoming EAS bidding cycle and highly suggested Denver Air Connection to rebid.

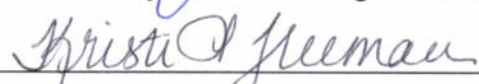
Adjournment

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

02/13/2023
Date Approved



Brandon Snyder, Recording Secretary



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