

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

**Gogebic-Iron County Airport
Ironwood, MI 49938**

**September 9, 2013
4:30 P.M.**

Call to Order

Vice Chairman Berg called the meeting to order at 4:30 P.M.
The Pledge of Allegiance was recited.

Roll Call

Present: (7) **Mr. Siirila, Mr. Kangas, Mr. Morin, Mr. Mullard, Mr. Nasi,
Mr. Novak and Mr. Berg**

Absent: (2) **Mr. Oliver and Ms. Scorse**

Staff Present: Mindy Prenderville

Approval of the Minutes

- August 12, 2013—Marketing/Fly-In Committee Meeting
- August 12, 2013—Regular Board Meeting

Mr. Novak requested that it be added that at the Marketing/Fly-In Committee meeting it was announced that there would not be a 50/50 raffle.

A motion was made by Mr. Siirila, supported by Mr. Morin and carried by unanimous voice vote to approve the minutes as presented with the addition to the Marketing/Fly-In Committee meeting minutes that it was announced that there would not be a 50/50 raffle.

Approval of the Agenda

Mr. Kangas said he would like to add “Draw for tickets from the Fly-In raffle” under “Other Matters”.

A motion was made by Mr. Siirila, supported by Mr. Nasi and carried by unanimous voice vote to approve the agenda with the above mentioned addition.

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

No citizens wishing to address the Airport Board.

Chairman’s Report

Vice Chairman Berg stated that a Finance Committee meeting was held on September 3rd; another meeting will be held at the beginning of October and the budget will be presented at the October 14th regular Board meeting.

Manager’s Report

Each Board member was given a report that Mr. Harma had prepared. The summary discussed the August 24th Airport Day, the east taxiway construction project which started on September 3rd, the PAPI project which is scheduled to start on September 13th, and the summary mentioned that a wildlife hazard training for Michigan airports will be held at the Gogebic-Iron County Airport on September 24th.

A motion was made by Mr. Mullard, supported by Mr. Siirila and carried by unanimous voice vote to accept Mr. Harma’s report.

Policy Manual

Mr. Novak distributed a draft of a preamble to an administrative manual. Mr. Novak said he believes an administrative manual would be beneficial to the airport staff and also the Board Members. Mr. Novak stated that as Mr. Harma finds time, he would like him to develop an administrative manual.

A motion was made by Mr. Mullard, supported by Mr. Kangas and carried by unanimous voice vote to refer this matter to the Personnel Committee.

Mr. Berg gave Mr. Novak copies of the Union contract and also of the policies the airport already has in place.

Mr. Morin suggested Mr. Novak look the information he received over and make suggestions to the Personnel Committee.

Mr. Siirila, Chairman of the Personnel Committee said since Mr. Novak does not serve on the Personnel Committee, he would need to be invited to attend and participate in that meeting.

Approval of the Reports

1. Hangar Storage Report—August 2013
2. Airline Performance Report—August 2013
3. Aviation Fuel Report—August 2013

Discussion took place regarding page one of the aviation fuel report.

A motion was made by Mr. Mullard, supported by Mr. Kangas and carried by unanimous voice vote to approve the above mentioned reports (1-3).

Appropriations

1. Approval of the Claims and Accounts-Accounts Payable and Prepays

A motion was made by Mr. Siirila and supported by Mr. Nasi to approve the accounts payable and prepaids as presented.

Roll Call

Yes: (7) Mr. Siirila, Mr. Kangas, Mr. Morin, Mr. Mullard, Mr. Nasi, Mr. Novak and Mr. Berg

No: (0)

Absent: (2) Mr. Oliver and Ms. Scorse

Motion carried.

2. Approval of the Revenue and Expenditure Report—August 2013

A motion was made by Mr. Mullard, supported by Mr. Morin and carried by unanimous voice vote to approve the revenue and expenditure report as presented.

3. 4th Quarter Appropriations

A motion was made by Mr. Kangas, supported by Mr. Siirila and carried by unanimous voice vote to request the 4th quarter appropriations from Gogebic County and Iron County.

Other Matters

Draw for tickets from the Fly-In raffle

Helen Slining won two roundtrip tickets to Minneapolis. This raffle was held at the Airport Day/Fly-In.

Mr. Siirila said he had spoken to Mr. Harma and would like Mr. Harma to attend a Gogebic County Board meeting as well as an Iron County Board meeting to introduce himself.

Mr. Nasi stated that he would like the Gogebic County Board members to tour the airport.

Mr. Siirila said he was approached by someone who tried making airline reservations for 2014 and was unable to do so. Ms. Prenderville said she would check with Ms. Armata about making reservations for 2014.

Public Comment

No public comment.

Adjournment

A motion was made by Mr. Siirila, supported by Mr. Kangas and carried by unanimous voice vote to adjourn the meeting. The meeting adjourned at 4:50 P.M.

Date Approved

Jim Oliver, Chairman