

Gogebic-Iron County Airport Regular Board Meeting Minutes

**Gogebic-Iron County Airport
Ironwood, Michigan**

**October 14, 2013
4:30 P.M.**

Call to Order

Chairman Oliver called the meeting to order at 4:30 P.M.

The Pledge of Allegiance was recited.

Roll Call

Present: (7) **Mr. Berg, Mr. Kangas, Mr. Morin, Mr. Mullard, Ms. Scorse,
Mr. Siirila and Mr. Oliver**

Absent: (1) **Mr. Nasi**

Staff Present: Mike Harma, Richard Holm, Mark Pusakulich and Mindy Prenderville

Others Present: Mr. Joe Pinardi (Iron Co. Board of Supervisors Chairman) and Mr. Robert Murphy
(AFSCME Council 25 Representative)

Approval of the Agenda

A motion was made by Mr. Kangas, supported by Mr. Mullard and carried by unanimous voice vote to approve the agenda as presented.

Approval of the Minutes

1. September 3, 2013—Fly-In & Marketing Committee Meeting

Mr. Mullard questioned the amount of Ms. Prenderville's possible wage increase. A brief discussion took place.

A motion was made by Mr. Morin, supported by Mr. Mullard and carried by unanimous voice vote to approve the minutes as presented and to send a letter to those who participated as an EAA Young Eagle pilot or volunteer during the Airport Day/Fly-In on August 24, 2013.

2. September 3, 2013—Finance/Consulting Services Committee Meeting

A motion was made by Mr. Siirila, supported by Mr. Morin and carried by unanimous voice vote to approve the minutes as presented and place them on file.

3. September 9, 2013—Regular Board Meeting

A motion was made by Mr. Mullard, supported by Mr. Kangas and carried by unanimous voice vote to approve the minutes as presented and place them on file.

4. October 2, 2013—Finance & Consulting Services Committee Meeting

A motion was made by Mr. Morin and supported by Mr. Berg to tentatively approve the 2014 operating budget as presented.

A lengthy discussion took place.

Roll Call

Yes: (5) Mr. Berg, Mr. Morin, Mr. Mullard, Ms. Scorse and Mr. Oliver

No: (2) Mr. Kangas and Mr. Siirila

Absent: (1) Mr. Nasi

Motion carried.

Chairman Oliver requested a motion to tentatively approve the 2014 capital outlay budget as presented.

No motion was made.

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

No citizens wishing to address the Airport Board.

Committee Reports/Summary Reports

1. Fly-In & Marketing Committee

- 2013 Fly-In/Airport Day Comments, Concerns & Feedback

Ms. Scorse told the Airport Board that the name of the Fly-In was changed to “Airport Day” without the approval of the Airport Board. Ms. Scorse said this caused some confusion with the public. Ms. Scorse then stated that some of the vendors were upset with where they were placed (in the hangar).

A brief discussion took place.

Ms. Scorse then asked Mr. Harma to share his vision of what he would like to see the Fly-In/Airport Day consist of in the future.

Mr. Harma told the Airport Board what his ideas were for future Fly-In’s/Airport Day’s.

Discussion took place.

Ms. Scorse then thanked the Airport Board members and Airport Staff for their help with the Fly-In.

2. Finance & Consulting Services Committee

Mr. Oliver told the Airport Board that the budgets need to be approved; he went on to explain that the budget can be amended if need be.

Chairman’s Report

1. Airport Board Member Expired Terms

Mr. Oliver told the Airport Board that Ms. Scorse’s term will expire at the end of 2013.

Mr. Oliver said the County Clerk (Gerry Pelissero) will need to be notified so an ad can be placed in the newspaper and interviews can be held.

2. Negotiations with the Union

Mr. Oliver stated that the Personnel Committee will need to hold a meeting to begin discussing Union negotiations.

A discussion took place regarding the increase in health insurance for 2014 and retiree’s health care.

Manager’s Report

1. Sand Bids

A motion was made by Mr. Kangas, supported by Mr. Morin and carried by unanimous voice vote to open the one bid that was received for runway sand.

Mr. Harma read the bid details (submitted by Globe Industries) to the Airport Board.

A motion was made by Mr. Kangas, supported by Mr. Berg and carried by unanimous voice vote to award the sand bid to Globe Industries.

2. Purchase on Snow Equipment

Discussion took place about the purchase of a snow scoop with a 14 foot quick hitch on it.

A motion was made by Mr. Kangas and supported by Mr. Berg to approve the purchase of a snow scoop with a 14 foot quick hitch on it.

Roll Call

Yes: (5) Mr. Berg, Mr. Kangas, Mr. Morin, Mr. Mullard and Mr. Oliver

No: (2) Ms. Scorse and Mr. Siirila

Absent: (1) Mr. Nasi

Motion carried.

3. Approval of the Billboard Design

Mr. Harma told the Airport Board that the cost of the billboard would be \$750.00.

Discussion took place.

A motion was made by Mr. Berg, supported by Mr. Morin and carried by unanimous voice vote to approve the billboard design presented by Mr. Harma.

Ms. Scorse excused herself from the meeting.

Mr. Harma spoke about the progress of the taxiway project, the beacon, TORO, a weather class that Mr. St. Vincent and he will be taking, the ten year plan, the VOR, and the PAPI project.

Mr. Harma also spoke about advertising. He requested a Marketing Committee meeting be scheduled to discuss future advertising plans.

A brief discussion took place about the fire truck and the possibility of hiring a part-time worker.

Approval of the Reports

1. Hangar Storage Report—September 2013

A motion was made by Mr. Siirila, supported by Mr. Mullard and carried by unanimous voice vote to approve the hangar storage report as presented.

2. Airline Performance Report—September 2013

A motion was made by Mr. Kangas, supported by Mr. Morin and carried by unanimous voice vote to approve the airline performance report as presented.

3. Aviation Fuel Report—September 2013

A motion was made by Mr. Siirila, supported by Mr. Berg and carried by unanimous voice vote to approve the aviation fuel report as presented.

Appropriations

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

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

Roll Call

Yes: (6) Mr. Berg, Mr. Kangas, Mr. Morin, Mr. Mullard, Mr. Siirila and Mr. Oliver

No: (0)

Absent: (1) Mr. Nasi

Motion carried.

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

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

Other Matters

No other matters were discussed.

Public Comment

No public comment.

Adjournment

A motion was made by Mr. Kangas, supported by Mr. Morin and carried by unanimous voice vote to adjourn the meeting. The meeting adjourned at 5:40 P.M.

Date Approved

Jim Oliver, Chairman

**Gogebic-Iron County Airport
Personnel Committee Meeting**

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

**October 14, 2013
5:45 P.M.**

Call to Order

Chairman Siirila called the meeting to order at 5:45 P.M.

Roll Call

Present: Mr. Berg, Mr. Morin, Mr. Mullard and Mr. Siirila

Staff Present: Mike Harma, Richard Holm, Mark Pusakulich, Kevin St. Vincent and
Mindy Prenderville

Others Present: Jim Oliver (Airport Board Chairman)

Approval of the Agenda

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

Airport Manager's Hours-Possible Action

Chairman Siirila asked Mr. Harma if he wanted to go into closed session.

Mr. Harma stated that he did not want to go into closed session.

Each employee stated his/her concerns regarding Mr. Harma's working hours.

A brief discussion took place.

Other Matters

A credit card machine being installed outside was discussed.

Mr. Siirila stated that a Personnel Committee meeting will be held on October 31st at 4:30 to meet with the Union employees and Mr. Murphy.

Public Comment

No public comment.

Adjournment

A motion was made by Mr. Berg, supported by Mr. Morin and carried by unanimous voice vote to adjourn the meeting. The meeting adjourned at 5:55 P.M.

Date Approved

Dan Siirila, Chairman

**Gogebic-Iron County Airport
Marketing/Fly-In Committee Meeting**

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

**October 31, 2013
9:30 A.M.**

Call to Order

The meeting was called to order at 9:30 A.M. by Chairperson Scorse.

The Pledge of Allegiance was recited.

Roll Call

Present: (3) Mr. Mullard, Mr. Nasi and Ms. Scorse

Absent: (1) Mr. Pinardi

Staff Present: Mike Harma and Mindy Prenderville

Others Present: Mike McNeil and Greg Westmoreland (TV6)

Approval of the Agenda

A motion was made by Mr. Mullard, supported by Mr. Nasi and carried by unanimous voice vote to approve the agenda as presented.

Develop 2013/2014 Marketing Plan

Mr. Harma told the Committee that the total of the advertising grant (including the airport's share) is approximately \$27,500 of which 60 percent will be used to communication expenses and 40 percent will be used for community awareness expenses.

Mr. Westmoreland and Mr. McNeil of TV6 presented an advertising plan created for the Gogebic-Iron County Airport.

Mr. Mullard expressed his concern of not advertising in the Ashland area and only advertising in the U.P.

Ms. Scorse and Mr. Nasi agreed; discussion took place.

Mr. Westmoreland talked about different types of advertising, including radio, billboards, print and web based advertising. Mr. Westmoreland explained the importance of conveying a consistent message in all advertising. Discussion took place regarding the effectiveness of advertising on television and online compared to radio or print advertisements.

Ms. Scorse asked about the possibility of having a camera at the airport so people could see what the weather is like at any given moment. Discussion took place.

Mr. Westmoreland and Mr. McNeil answered questions; their presentation ended and they excused themselves at 10:45 A.M.

The Committee discussed their concerns with different ideas presented by TV6, including the amount of money needed and the amount of money available, advertising only in the U.P. and not in the Ashland area, and the small population in our area.

Mr. Harma handed out a list of things he would like to use the advertising money on.

Discussion took place about creating a more appealing and accessible website. The Committee agreed that this should be a priority. After a brief discussion about who would be developing the website, Mr. Harma was instructed to contact Alan Estola (AI's Computer Service).

Again, discussion took place about the possibility of advertising with a Duluth station so the commercials would be aired in the Ashland area. The Committee requested that Mr. Harma contact a Duluth station for advertising prices.

The Committee also requested that Mr. Harma check into the cost of a camera to have at the airport to see live weather updates.

The cost and effectiveness of print advertising was discussed briefly; radio advertisements were also discussed. Mr. Harma asked the Committee if they would be interested in advertising in high school sports rosters/event programs. Mr. Harma explained that he has been contacted by some area schools about this.

Ms. Scorse was against this idea, stating that it was not the right age group to be targeting.

A brief discussion took place; no final decision was made.

Discussion took place about presenting the advertising ideas to the full Airport Board.

Ms. Scorse requested that Mr. Harma email each Committee member with any information he gathers regarding any advertising, including the requests of website and camera information and the cost of advertising with a Duluth station.

Mr. Harma questioned what the Committee actually wants to market, listing Great Lakes Airlines, general aviation and flight school as possibilities of things to be advertised.

A brief discussion took place about airport growth and if things such as general aviation and flight school would be something that Mr. Harma should go and talk to local clubs and organizations about.

Mr. Harma explained that at other county owned airports, the county owns an airplane. Mr. Harma expressed his desire for Gogebic County to purchase an airplane so he could give flight lessons; he said this would create revenue as well as help the growth of the airport.

Ms. Scorse again requested Mr. Harma email the Committee members with advertising information; she stressed the importance of communication.

Other Matters

No other matters were discussed.

Public Comment

No public comment.

Adjournment

A motion was made by Mr. Mullard, supported by Mr. Nasi and carried by unanimous voice vote to adjourn the meeting. The meeting adjourned at 11:25 A.M.

Date Approved

Donna Scorse, Chairperson