

Minutes
SPECIAL MEETING
Crawford County Airport Board

January 26, 2010

Meeting called to order at 2:02 pm in the commissioners' meeting room.

Members in Attendance: Rick Anderson, Chris Cook, Stan Prevost, Jim Robson & Paul Compo

Others in Attendance: Dan Bonamie, Jon Thomas

Members Absent: None

MOTION: by Cook, second by Anderson to approve the agenda as presented, adding website listings to the agenda. Ayes – 5, Nays – 0, absent - 0, motion passed.

Cook offered an update regarding security stating that Del Sheldon of intercept security, the firm contracted through Camp Grayling, will periodically check our gates after hours.

Prevost presented a revised hangar agreement that included:

- Amendments requiring aircraft registration
- Deleting the reference to property taxes
- Adding the requirement that aircraft remain airworthy
- Adding the commercial activity clause referencing commercial operating agreement
- Referencing the agreement being subject to military review

MOTION: by Anderson, second by Cook to approve the revised aircraft storage hangar agreement as discussed. Ayes – 5, Nays – 0, Absent – 0, motion passed.

Discussion continued regarding the procedures involved in renting long-term hangar space. It was determined that we would need a lock box to hold the keys and a key log on site.

MOTION: by Robson, second by Cook that long-term hangar lease procedures be adopted as discussed. Cook will serve as primary contact with Anderson being secondary contact to facilitate hangar lease agreements. The remaining board members may step in as needed to facilitate the process if needed. Ayes – 5, Nays – 0, Absent – 0, motion passed.

Prevost presented a document outlining the minimum standards that are needed for maintenance providers to work at the facility. Prevost indicated that the industry standard for liability insurance needed by the maintenance providers would seem to be \$1,000,000 of coverage. Prevost continued that he had met with the Prosecutor's office and was advised to seek legal advice from someone specializing in aviation.

Prevost talked with Mr. Richard Durden, formally of Grand Rapids, now residing in Conifer, CO. Mr. Durden indicated that it would take around four – five hours at a rate of \$225.00 per hour to review and draft the minimum standards document and the Commercial Operating Agreement.

MOTION: by Robson, second by Cook to expend up to \$1,200.00 on legal services provided by Richard Durden as discussed. Ayes – 5, Nays – 0, Absent – 0, motion passed.

Discussion continued on physical oversight of the terminal property, including janitorial and maintenance needs along with processing transient hangar rental procedures. Cook and Compo agreed to oversee the needs in this area.

Prevost presented the idea of listing our website on Airnav.com which will provide us more exposure for pilots coming to the Grayling area. It would require a one-time \$50.00 set up fee and then a \$50.00 annual fee for this listing.

MOTION: by Cook, second by Anderson to list our website on Airnav.com. Ayes – 5, Nays – 0, Absent – 0, motion passed.

Prevost presented additional concerns/information regarding:

- Hangar doors are frozen to the cement. Robson said he would look into a possible solution
- Signage – Cook stated that he was taking care of it
- Walkways by terminal building need buckets for salt and cigarette disposal, Compo stated he would take care of it
- Furniture needs in the terminal building – Cook will address
- Additional phones – Robson to take care of
- Snow removal – Compo to contact contractor and have them plow terminal site when the airport is done
- Tug has been ordered by Prevost
- Need to acquire chocks and rope for spring tie downs – Prevost to take care of
- No new news on rental car availability
- Need to consider supplying power to tie down area
- Mud room could be made into a secured closet for supplies and such

Next scheduled meeting date is April 6, 2010

MOTION: by Anderson, second by Robson to adjourn the meeting. Ayes – 5, Nays – 0, absent – 0, motion passed.

No other comments or concerns were brought to the Board.

Meeting was adjourned at 4:08 pm

Submitted by Paul Compo