



**Airport Advisory Committee Minutes
December 19, 2015**

Meeting called to order at 11:06am by chair Jeff King. Present were committee members King, Bob Flynn, Ginger Moore, Roy Szarafinski, Rich Pewe, Hillsdale City Manager Dave Mackie, Interim Airport Manager Jason Walters, City Council members Bruce Sharp, Tim Dixon and Adam Stockford, guest Mike Nye and Gene Stout (airport mechanic).

ANNOUNCEMENTS

Chairman King announced that Michael Holdwick with RS&H, the architects in charge of the airport renovation project, has left the company. Nicholas Patterson will be the primary contact with the city in the future.

APPROVAL OF MINUTES

The minutes of the October meeting were passed unanimously.

OLD BUSINESS

CITY COMMUNICATIONS WITH AAC: See first item under NEW BUSINESS.

NEW BUSINESS

COMMUNICATIONS UPDATE: Chairman King said that communications between the AAC and the City are improving. Council is starting to ask our opinion on airport matters. As the AAC is to report to council, King reminded the City Manager and

council members in attendance that, in order to give full reports, the AAC needs access to information pertaining to the airport from the city.

2016 REGULAR MEETING DATES: Per our charter language, the AAC is to have regular quarterly meetings. Motion made by Bob Flynn to hold 2016 meetings at 11am on the third Saturday of March, June, September, December 2016. Seconded by Jeff King. MOTION PASSED.

SPECIAL MEETING: Chairman King would like to call a special meeting in January to discuss the AAC's yearly report, and to discuss candidates for the Airport Manager's position. City Manager Mackie said the applications are due by January 15th, and that he would like the AAC to be a part of the process of choosing a new manager. Motion made by Jeff King to set January 16th at 11am as a special AAC meeting. Seconded by Roy Szarafinski. MOTION PASSED.

AAC CHAIR: Per AAC charter, a chairman is to be chosen by the first of the year. Chairman King said he would be willing to remain chair, if no-one else wanted to do it. Discussion followed regarding keeping current chair, or if chairmanship should rotate amongst the AAC members. Motion made by Ginger Moore to rotate chairmanship. Seconded by Jeff King. MOTION PASSES. Jeff King then nominated Rich Pewe to be AAC Chair for 2016. Seconded by Adam Stockford. MOTION PASSES.

AIRPORT UPDATE: Interim Manager Walters gave a comprehensive update on progress made at the airport, including repairs and maintenance of the terminal building, hangar doors and grounds. He also listed recent improvements, including safety updates, signage, fuel availability and more. Walters also mentioned that the fence at the end of the former roadway was damaged by a vehicle. He said insurance will cover repairs, and that barricades will be placed just past the new entrance so motorists don't

try to use the old road any more. He also listed a number of future projects he would like to see come to fruition at the airport, for both pilots, and the general public, to make the facility more user friendly.

YEARLY REPORT: Chairman King said the airport still needs a master plan, for both the AAC and the City to follow, to ensure the future success of the airport. Updates are also needed on the possibility of installing self service pumps for planes, and the possibility of having MOGAS available for pilots.

With no further business, Chairman King adjourned the meeting at 12:27pm.

Respectfully Submitted,

Bob Flynn