

August 21, 2017
REGULAR MONTHLY BOARD MEETING
Chair Chris Holman

Board Members Present: Chris Holman, Victor Celentino, John Shaski and Greg Ward
Absent: Samantha Harkins and Dick Baker
Ex-Officios Present: Bob Showers and Joe Brehler

Management, Staff and Employees Present: Wayne Sieloff, Jonathon Vrabel, Dale Feldpausch, Rob Benstein, Ron O’Neil, Karissa Weight, Eric Patrick and Bonnie Wohlfert

Members of the Public Present: Pam Tobin, CAAG and Chris Reed, Avflight

CALL TO ORDER

1. Chris Holman, Chair, called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:32 p.m. with a quorum present.

APPROVAL OF MINUTES

- a. Victor Celentino moved the Board approve the minutes of the July 17, 2017 Regular Board meeting.
- b. The motion passed unanimously.

PUBLIC COMMENT

1. None

COMMUNICATIONS

1. None

REPORTS

1. None

RESOLUTIONS

#17-23 Mason Jewett Field – Airport Rules & Regulations Amendment

- a. John Shaski moved the Capital Region Airport Authority Board approve Resolution #17-23 approving changes to the Airport Rules and Regulations Ordinance for Mason Jewett Field, specifically Chapters I and III to add the definition of banner towing and remove the prohibition of towing banners and other objects at Mason Jewett Field. This resolution authorized the President – CEO, or designee, to revise all documents necessary to implement the approved changes.

Adds below definition to Chapter I: Definitions:

70. Banner Towing: a method of aerial advertising using a long piece of cloth or other material with a written message that is pulled behind an aircraft allowing it to be viewed and read by individuals on the ground.

Removes below section from Chapter III: Airport Operations Area Regulations; Section A Compliance with Regulations; Subsection 11. Prohibitions (Civil Infraction –Chapter VIII. C.):

~~**b. Banner Towing, or the picking up of or dropping off of objects towed by aircraft at Mason Jewett Field is prohibited.**~~

- b. Wayne provided a brief history and summary of the recommended changes.
- c. Victor Celentino asked if Mason Jewett Field tenants are aware of this change. Wayne Sieloff indicated that Jon Vrabel has discussed this and other revisions with tenants.
- d. Chris Holman commented that the \$100 fee seems low. Wayne indicated that the fee would be reviewed periodically.
- e. The motion passed unanimously.

#17-24 Appointment of CRAA Officer Delegate and Alternate and Certification of CRAA Employee Delegate and Alternate to the 2017 MERS Annual Meeting

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #17-24 approving the appointment of Dale Feldpausch, CFO as Officer Delegate and Karissa Weight, Human Resources Manager as Officer Alternate for the 2017 Annual Meeting of the Municipal Employees Retirement System (MERS). In addition, the board certified the election of Jason Cotton as Employee Delegate and John Wilson as the Employee Alternate for the 2017 Annual Meeting of MERS.
- b. The motion passed unanimously.

MONTHLY FINANCIAL REPORT

Financial Report: Dale Feldpausch presented financials for 9 months, period ending June 30, 2017 with the following discussion points:

- The CRAA is now using the Compensatory method in its rates and charges, thus there is no end of year reconciliation with the airlines.
- Operating Revenues in excess of budget will be used to establish the OPEB trust account.
- Operating Expenses were very close to budget.
- Tax Revenue in excess of budget will be held in the Capital Purchases account to be used for future purchases.
- Pension expense no longer reflects what the CRAA actually contributes to MERS. This is an accounting change in methodology (GASB 68). The budget amount will continue to reflect what is expected to be contributed.

QUESTIONS ON STAFF REPORTS

1. None

REPORT OF THE PRESIDENT & CEO – WAYNE SIELOFF

- We have initiated a multi-jurisdictional committee to discuss roadway access to the airport. The committee includes the Tri-County Regional Planning Commission, Clinton County, Dewitt Township, City of Lansing, CATA and MDOT. A few additional entities have been invited.
- We met with the FAA Airports District Office to discuss airfield and terminal improvement needs, in particular reconstruction and improvements to runway 6-24.
- Wayne attended Mayor Bernero's cabinet meeting and met several staff members. He plans to attend periodically.
- Wayne presented at the Ingham County Services Committee meeting on August 15, 2017.
- We recently met with a couple members of the MSU athletic program to obtain feedback on the airport.

NEW BUSINESS

1. None

PUBLIC COMMENT

1. None

BOARD MEMBER COMMENTS

1. Chris Holman commented on the successful Aviation Days event held at Mason Jewett Field on Saturday, August 19, 2017.

ENTER CLOSED SESSION

1. Victor Celentino moved to go into Closed Session to discuss union negotiations at 5:03 pm.
2. The motion passed unanimously.

RETURN FROM CLOSED SESSION

1. Victor Celentino moved the Board return to Regular Session at 5:53 pm.
2. The motion passed unanimously.

ADJOURN

1. John Shaski moved the meeting be adjourned at 5:55 pm.
2. The motion carried, and the meeting was adjourned.

signed

John Shaski, Vice Chair

signed

Bonnie Wohlfert, Secretary