

**December 15, 2014**  
**REGULAR MONTHLY BOARD MEETING**

Paul Hufnagel, Vice-Chair

**Board Members Present:** Paul Hufnagel, John Shaski, Victor Celentino, Chris Holman (via teleconference)

**Absent:** Patricia Spitzley & Dick Baker

**Ex-Officios Present:** Robert Showers, L. Daryl Baker

**Management, Staff and Employees Present:** Bob Selig, Gary Bartek, Dale Feldpausch, Ron O'Neil, Nicole Noll-Williams and Bonnie Wohlfert

**Members of the Public Present:** Dan Otto; Mike Borta, QoE Consulting; Bob Leisering, Mead & Hunt; Andon Pogoncheff, Becky Bell

**CALL TO ORDER**

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1. Paul Hufnagel, Vice-Chair called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:30 p.m. with a quorum present.
2. L. Daryl Baker stated that he is retiring and this will be his last board meeting.

**APPROVAL OF MINUTES**

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- a. Victor Celentino moved the Board approve the minutes of the November 17, 2014 Regular Board meeting.
- b. The motion passed unanimously.

**PUBLIC COMMENT**

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1. Andon Pogoncheff of 1793 Dewitt Road explained that he is the head of the neighborhood watch in his area and wondered if he could be included in any discussions or meetings pertaining to the airport and his neighborhood. Paul Hufnagel explained that if he is referring to the State Road access feasibility study, the topic is closed due to lack of interest. Andon stated that a bulldozer was noticed in the area and added hearsay causes more concern. Paul reiterated that the feasibility study topic is closed due to lack of interest. Victor Celentino added that the Authority can add Mr. Pogoncheff to notifications pertaining to his area.

**COMMUNICATIONS**

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1. None

**REPORTS**

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1. Strategic Plan for Air Cargo Logistics, Gary Bartek – postponed until January 21, 2015 board meeting.

**RESOLUTIONS**

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**#14-31 AFSCME Labor Agreement Correction**

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #14-31 amending the AFSCME labor agreement language with the Maintenance Department as follows, *“An hourly wage increase up to but not exceeding three (3) percent will be effective May 31, 2015 and will be paid the last pay date in June 2015. It will be subject to the Airport’s airline performance, fund availability and financial effect of the rising cost of healthcare/employee benefits.”* effective January 1, 2014 through December 31, 2015, and authorized the President – CEO to sign all related documents on behalf of the Authority.
- b. The motion passed unanimously.

## **#14-32 Federal Engineering Consultant Selection 2015 – 2019**

- a. Victor Celentino moved the Capital Region Airport Authority Board approve Resolution #14-32 approving the selection committee recommendation as follows:
- C2AE of Lansing, Michigan: *(Non-aviation) Street and utility projects*
  - Mead & Hunt of Lansing, Michigan: *airfield improvements*
  - Prein & Newhof of Grand Rapids, Michigan: *Airfield electrical improvements*
  - QOE Engineering of Lansing: *Mason Jewett projects*
  - RS&H Michigan, Inc. of Ypsilanti, Michigan: *airfield improvements*
- Resolution authorized the President – CEO to sign all documents on behalf of the Authority.
- b. The motion passed unanimously.

### **MONTHLY REPORT**

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Financial Report: Dale Feldpausch

- Presented financials for period ended October 31, 2014
- Victor Celentino asked if the property taxes are in line and Dale Feldpausch responded yes, close to estimate.

### **QUESTIONS ON STAFF REPORTS**

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1. None

### **MONTHLY REPORT**

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Report of the President & CEO – Robert Selig

- Enplanements down 10% year to date; Cargo up 3%
- Strategic Plan for passenger services work session we hope to schedule in January around other air service related trips. Dates will be proposed to the board.
- Paul Hufnagel asked how we are doing with the logistics building. Bob Selig reported that TOC Logistics is growing. They lease one suite and in addition are providing logistics services for a couple businesses. TOC also has set up a Container Freight Station (CFS) in conjunction with US Customs to consolidate shipments. Emergent Biosolutions leases a suite on the east end and have the option to expand into the adjoining suite. Avflight is in the process of setting up a CFS utilizing two suites in the middle of the building. In addition, the Niowave building is now framed in and they plan to move equipment the middle of next month. Other businesses are also looking into the area, near Niowave, because of the product they provide.

### **NEW BUSINESS**

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1. None

### **PUBLIC COMMENT**

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1. None

### **BOARD MEMBER COMMENTS**

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1. Victor Celentino thanked Daryl Baker for his service to the Authority Board and the Eaton County Board. Chris Holman thanked him as well. Daryl added that he has really enjoyed the opportunity and is impressed with the entire organization and Bob's efforts. He has learned a lot and will miss everyone. Paul Hufnagel added that we hope to continue to build support from Eaton County.
2. Chris Holman thanked Paul Hufnagel for chairing the meeting. He also thanked the board and staff for all their efforts and wished everyone Happy Holidays.

### **ADJOURN**

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1. Victor Celentino moved the meeting be adjourned at 5:01 p.m.
2. The motion carried, and the meeting was adjourned.

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Chris Holman, Chair

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Bonnie Wohlfert, Secretary