

## Transportation Committee - ACT Minutes for January 13, 2010

Present: Eugene Dawson, David Howelman, Joe Allen and Al Meacham.

Meeting called to order at 9:50 a.m.

Financial reports were presented including vouchers for January. Also expense and revenue reports for November were presented. **Motion by Allen and support by Dawson to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2010 YTD:  
Through November, 94 trips have been provided with revenue of \$9,142.
2. Bellaire Schools – School Year 09-10. The report indicated the following through November:  
Early Childhood Program (ECP) - 0  
Career Technical (TBA) - 108 trips with revenue of \$8,640  
Special Run - 101 trips with revenue of \$2,525
3. Munson Health Rides:  
Kalkaska Run – 34 trips with revenue of \$1,942.50  
Biederman Run – 13 trips with revenue of \$1,323.50
4. General Ridership is down for the year-to-date with 45,597 passengers in 2008 and 44,732 in 2009 – a decrease of 865 passengers.  
Down for the months of November & December (due to Concord):  
November 2008 – 4,306 passengers                      2009 – 3,488 passengers  
December 2008 – 3,333 passengers                      2009 – 2,840 passengers

New Business:

Facility improvements included interior being painted and carpeting being down as well.

Next meeting – February 5, 2010

Meeting adjourned at 10:15 a.m.

## Transportation Committee - Airport Minutes for January 13, 2010

Members present: Gene Dawson, David Howelman, Joseph Allen

Others present: John Strehl

**Meeting opened:** 10:30 am

**Public comment:** None

**Airport Updates:** J. Strehl informed the Committee on:

1. SRW access
2. Equipment repair
3. Fuel system repairs

**Appointments:** *Motion by David Howelman to recommend to the full board these appointments to the Airport Zoning Board. See attachment.*

**Tree Clearing Bids:**

J. Strehl presented a bid recommendation from Peckham Engineering.

*Motion by Joe Allen, supported by David Howelman, to recommend to the Antrim County Board to award Alpine Tree Service the contract for tree clearing for the amount of \$10,950.00 pending the issuance of a State/Federal grant for this project.*

**Engineering Contract:**

J. Strehl presented a contract for phase three final tree clearing engineering for the airport from Peckham Engineering in the amount of \$11,188.00.

*Motion by David Howelman, supported by Joe Allen, to recommend to the Antrim County Board to enter into a contract for engineering with Peckham Engineering pending the issuance of a State/Federal grant for this project.*

**Financial Reports:** Income statements for December, and expense reports for November, were reviewed.

**Meeting adjourned 11:12 a.m.**

## Transportation Committee - ACT Minutes for February 5, 2010

Present: Eugene Dawson, David Howelman, Jack White and Al Meacham.

Meeting called to order at 9:00 a.m.

Budget for 2011 was presented. Efficiencies in ACT operation have produced a 6% decrease in the appropriation needed from Antrim County. 2010 needed \$166,000 from Antrim while 2011 shows needing \$156,000. Also, Meacham presented possible revenue avenues for 2011 if need be by increasing both Fuel charges and Maintenance charges in 2011. Commissioners present agreed to put those in the "back pocket" and only re-visit if 2011 looks to be more challenging financially.

Financial reports were presented including vouchers for February. Also expense and revenue reports for December were presented. **Motion by Howelman and support by Dawson to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2010 YTD:  
Through December, 102 trips have been provided with revenue of \$9,945.
2. Bellaire Schools – School Year 09-10. The report indicated the following through December:  
Early Childhood Program (ECP) - 0  
Career Technical (TBA) - 132 trips with revenue of \$10,560  
Special Run - 122 trips with revenue of \$3,050
3. Munson Health Rides:  
Kalkaska Run – 24 trips with revenue of \$1,830.00
4. General Ridership was down due to Concord and Snow Days.  
January 2009 – 4,681      2010 – 3,108 passengers

New Business:

Facility improvements have been completed to an estimate of 95%.

Next meeting – March 5, 2010

Meeting adjourned at 9:45 a.m.

## Transportation Committee - Airport Minutes for February 5, 2010

Members present: Gene Dawson, David Howelman  
Others present: John Strehl, Jack White, David Reck

**Meeting opened:** 10:07 am

**Public comment:** None

**Airport Updates:** J. Strehl informed the Committee on:

1. Well testing reports
2. Grant status
3. Annual report

**Tree Clearing Bids:**

J. Strehl distributed to the Committee a memo prepared by Peckham Engineering outlining the preconstruction meeting held at the terminal on the 28<sup>th</sup> of January, pertaining to the upcoming clearing project. Considerable discussion took place.

**Federal Grant:**

J. Strehl presented a Federal Grant for approach clearing on runway 2 in the amount of \$33,000, with the County share to be \$825.

*Motion by David Howelman, supported by Gene Dawson, to recommend to the Board of Commissioners to enter into the Contract.*

**Alpine Tree Service Contract:**

J. Strehl presented a contract from Alpine Tree Service for \$10,950 for clearing trees in the airport runway 2 approach.

*Motion by Gene Dawson, supported by David Howelman, to recommend to the Board of Commissioners to enter into the Contract.*

**Storage hanger rent increase:**

J. Strehl informed the Committee of a proposed step increase in the rent for the Community hanger customers.

*Motion by David Howelman, supported by Gene Dawson, to approve the rate increase.*

**Financial Reports:** Income statements for January, and expense reports for December, were reviewed.

*Motion by David Howelman, supported by Gene Dawson, to accept reports as presented.*

**Meeting adjourned 11:12 a.m.**

## Transportation Committee - ACT Minutes for March 5, 2010

Present: Eugene Dawson, David Howelman, Joe Allen, Jack White and Al Meacham.

Meeting called to order at 9:00 a.m.

FY 2009 Annual Report was presented. Meacham will present to the Board of Commissioners on March 11, 2010 at 10:30am. Also, Stimulus money has been approved for items Meacham requested. All items requested are being funded totaling **\$264,861**.

Financial reports were presented including vouchers for February. Also expense and revenue reports for December were presented. **Motion by Allen and support by Dawson and Howelman to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2010 YTD:  
Through January, 6 trips have been provided with revenue of \$382.50.
2. Bellaire Schools – School Year 09-10. The report indicated the following through January:  
Early Childhood Program (ECP) - 0  
Career Technical (TBA) - 170 trips with revenue of \$17,475  
Special Run - 155 trips with revenue of \$3,875
3. Munson Health Rides:  
Kalkaska Run – 22 trips with revenue of \$1,897.50
4. General Ridership was down due to Concord:  
February 2009 – 4,710      2010 – 3,706 passengers

New Business:

Facility improvements have been completed to an estimate of 99%.

Next meeting – April 1, 2010

Meeting adjourned at 9:45 a.m.

## Transportation Committee - Airport Minutes for March 5, 2010

Members present:      Gene Dawson, David Howelman, Joe Allen

Others present:      John Strehl, Jack White, David Reck

**Meeting opened:** 10:00 am

**Public comment:** None

**Tree Project:**

John Strehl up-dated the committee on the current situation of the project. He informed the committee that the second place bidder had accepted the award and presented a contract for \$11,100 dollars from Heinz Tree Service.

*Motion by David Howelman, supported by Joe Allen, to recommend to the full Board of Commissioners to accept the contract.*

**Insurance Review:**

John Strehl presented airport liability insurance quotes for 2010.

*Motion by Joe Allen, supported by David Howelman, to recommend to the Board of Commissioners approve the bid from Nation Air for \$7,107, a savings of \$1,863 dollars over last year's policy.*

**Reports:**

John Strehl presented expense reports for January and revenue report for February.

*Motion by David Howelman, supported by Joe Allen, to accept reports as presented.*

**Meeting adjourned 10:45 a.m.**

## Transportation Committee – ACT Minutes for April 1, 2010

Present: Gene Dawson, David Howelman, Jack White, Alan Meacham

Meeting called to order at 9:00 a.m.

Al Meacham had Gene Dawson and David Howelman sign documents for Stimulus money **\$264,861**. Al Meacham also presented Kelley Blue Book on the Dodge Ram Pick-Up (\$14,835) ACT has that they are not presently utilizing. The Airport is in need of a pick-up so all present are in agreement to do a transfer to the airport. Al Meacham will work with Laura Sexton and Tom Zick to make proper accounting entries.

Financial reports were presented including vouchers for March. Also expense and revenue reports for February were presented. **Motion by Gene Dawson, supported by David Howelman, to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through February, 7 trips have been provided with revenue of \$412.50

- Bellaire Schools – School Year 09-10. The report indicated the following through February:

Early Childhood Program (ECP) - 0

Career Technical (TBA) – 206 trips with revenue of \$16,480

Special Run - 189 trips with revenue of \$4,725

- Munson Health Rides:

Kalkaska Run – 24 trips with revenue of \$2,017.50

Biederman Run – 6 trips with revenue of \$412.50

- General Ridership was down due to Concord

March 2009 – 4,482    2010 – 3,402

New Business:

- Al Meacham presented first version of “new” color scheme for the buses. Instead of light blue body and dark blue stripe change to tan body and forest green stripe. Coincidentally this matches Meadowbrook’s color scheme which would “fit-in” nicely to the anticipated transportation services for them.

Next meeting – May 7, 2010.

Meeting adjourned at 9:25am

## Transportation Committee - Airport Minutes for April 1, 2010

Members present:        Gene Dawson, David Howelman

Others present:         John Strehl, Jack White, David Reck, B. Bechtold, R. Bechtold, L. Smith

**Meeting opened:**        9:35 am

**Public comment:** None

**Airport Updates:** J. Strehl informed the Committee on:

1. Safety Seminar
2. Aircraft incident
3. Airplane rides

**Tree Clearing:**

John Strehl distributed to the Committee a memo prepared by Peckham Engineering outlining the completion of the approach clearing project.

**Financial Reports:** Income statements for March and expense reports for February were reviewed.

*Motion by David Howelman, supported by Gene Dawson, to accept reports as presented.*

**Airport Zoning:**

Lynn Smith with MDOT gave an overview on airport zoning to the Committee.

**Meeting adjourned 11:22 a.m.**

## Transportation Committee – ACT Minutes for May 7, 2010

Present: Gene Dawson, Mike Hayes, Jack White, Alan Meacham.

Meeting called to order at 9:00 a.m.

Mike Hayes was introduced as the new Transportation Committee Representative.

Al Meacham had Gene Dawson and Jack White sign documents for Stimulus money **\$18,193 and Federal Funding \$58,600**. Al Meacham also presented the costs associated with painting the buses. Al Meacham stated that they should wait and see how the audit goes with Tom Zick and the auditors with regards to financials. Jack White agreed that the financial situation needs to be finalized before any expenditures are considered.

Financial reports were presented including vouchers for May. Also expense and revenue reports for March were presented. **Motion by Gene Dawson, supported by Mike Hayes and Jack White to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through March, 10 trips have been provided with revenue of \$1,117.50

- Bellaire Schools – School Year 09-10. The report indicated the following through March:

Early Childhood Program (ECP) – 0

Career Technical (TBA) – 241 trips with revenue of \$19,360

Special Run - 222 trips with revenue of \$5,550

- Munson Health Rides:

Kalkaska Run – 28 trips with revenue of \$2,242.50

Biederman Run – 15 trips with revenue of \$945.00

- General Ridership was down due to Concord

April 2009 – 4,280 2010 – 3,465 (Better than expected usually 1,000 less)

New Business:

- Al Meacham presented information on the five buses that are ready for sale. Also, Al Meacham had a good meeting with Marna Robertson and Dave Schulz from Meadowbrook about the transition of ACT providing their transportation needs. Marna Robertson stated this will occur as the drivers retire over at Meadowbrook.
- Stimulus money will be used for two new buses, dispatch software, and operating.

Next meeting – June 4, 2010.

Meeting adjourned at 9:40am

## Transportation Committee - Airport Minutes for May 7, 2010

Members present: Gene Dawson, David Howelman, Mike Hayes

Others present: John Strehl, Jack White, A. Lefever-Welke

**Meeting opened:** 10:00 a.m.

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

1. Planned Airplane rides
2. 2010 AIP Program

**Zoning Board Appointments:**

John Strehl presented Rex Haygood, Paula Vivyan and Mark Randolph as proposed members to the Airport's zoning committee.

*Motion by David Howelman, supported by Mike Hayes, to recommend to the County Board.*

**Grant Amendment:**

John Strehl presented a grant amendment for \$44,575 dollars, the County share to be \$1,115 for the final phase of the tree clearing project.

*Motion by David Howelman, supported by Mike Hayes, to recommend to the County Board for approval.*

**Engineering Contract:**

John Strehl presented a contract from Peckham Engineering in the amount of \$3,651.43 for 2010 AIP projects the County's share to be \$91 dollars.

*Motion by Mike Hayes, supported by David Howelman, to recommend to the County Board for approval.*

**Financial Reports:** Income statements for April and expense reports for March were reviewed.

*Motion by David Howelman, supported by Mike Hayes, to accept reports as presented.*

**Meeting adjourned 11:22 a.m.**

## Transportation Committee – ACT Minutes for June 4, 2010

Present: Gene Dawson, Mike Hayes, David Howelman, Alan Meacham.

Meeting called to order at 1:00 p.m.

Tom Zick stated the financials for ACT are good. So the Transportation Committee agreed to have the two new buses being ordered through the stimulus be painted the new color scheme. Gene Dawson will check with the other Commissioners to make sure they are all in agreement. If by chance they are not we still have time before the colors need to be decided on for those two buses.

Financial reports were presented including vouchers for June. Also expense and revenue reports for April were presented. **Motion by David Howelman, supported by Mike Hayes and Gene Dawson to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through April, 31 trips have been provided with revenue of \$2,707.50

- Bellaire Schools – School Year 09-10. The report indicated the following through April:

Early Childhood Program (ECP) - 0

Career Technical (TBA) – 279 trips with revenue of \$22,400

Special Run - 251 trips with revenue of \$6,275

- Munson Health Rides:

Kalkaska Run – 26 trips with revenue of \$1,710.00

- General Ridership was down due to Concord

May 2009 – 4,060 2010 – 3,020

New Business:

- Al Meacham advised that the advertisement is going in this weekend Record Eagle for the five buses that are ready for sale.
- PC Trans was chosen for the dispatch software which is paid for by Stimulus Money. Al Meacham has been pushing other transits to follow suit. So far Benzie, Charlevoix, Wexford, Crawford, and Roscommon have PC Trans. Hopefully BATA and Kalkaska will follow as well which should only help with the “regional” transport needs the public may need in the future.
- Laura Sexton advised ACT they could transfer the pick-up truck to the Airport. ACT hardly ever uses this vehicle and it’s better for the County to have the transfer than buy a brand new one for the Airport. ACT is scheduled to get another one from the State in the next 24 months anyways.

Next meeting – July 1, 2010.

Meeting adjourned at 1:35 p.m.

## Transportation Committee – Airport Minutes for June 4, 2010

Members present: Gene Dawson, David Howelman, Mike Hayes

Others present: John Strehl, Brad Rowe, Trudy Mann

**Meeting opened:** 2.00pm

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

1. Safety Seminar
2. Visit from FAA

Police Chief Brad Rowe & Trudy Mann addressed the committee on the possibility of using a portion of the airport ramp for a teen driver safety program (see enclosure) in the fall. John Strehl reported that the airport would like to help facilitate this program in any way possible. Committee members asked Chief Rowe to talk to Mr. Koop before taking any action.

**Financial Reports:** Income statements for May and expenses reports for April were reviewed.

***Motion by David Howelman, supported by Mike Hayes, to accept reports as presented.***

Meeting adjourned 2:51pm

## Transportation Committee – ACT Minutes for July 2, 2010

Present: Gene Dawson, Mike Hayes, David Howelman, Alan Meacham.

Meeting called to order at 9:00 a.m.

Al Meacham proposed spending the stimulus operating money on two items. Al Meacham presented a Brake Lathe for maintenance to provide more services for both the ACT operation and other agencies within Antrim County. For instance, the Sheriff cars are in need of rotor rotation often and this will save them money. This will pay for itself in 3-4 years. Mike Hayes stated we should make sure the Brake Lathe is made in the USA. Tom Sandeen checked and verified the Brake Lathe is indeed made in the USA. Also, Al Meacham presented the decals for the buses which include the trillium and the traditional trout logo. Stimulus money arrived on 6/23/10 for \$18,193 and the two items proposed are as follows: Brake Lathe \$9,902.02 and the Decals for all buses \$3,420 leaving \$4,870.98 to be put into ACT account.

**Motion by Dave Howelman, supported by Mike Hayes and Gene Dawson to approve the Brake Lathe and Decals as presented. All voting aye. Motion carried.**

Al Meacham proposed following the same color scheme of the buses currently (Blue and Lt. Blue), but move to a more up to date Metallic paint instead of Solid Color paint. Tom Sandeen and Al Meacham were at a recent vendor show in the Higgins Lake area and saw this metallic paint on a bus there and stated ACT should move to this paint. There would be no extra cost. Commissioners present felt this would be good to move to a more “current” paint but keep the same color scheme. **Motion by Dave Howelman, supported by Mike Hayes and Gene Dawson to approve the Metallic paint for future buses as presented. All voting aye. Motion carried.**

Financial reports were presented including vouchers for July. Also expense and revenue reports for May were presented. **Motion by Gene Dawson, supported by Mike Hayes and Dave Howelman to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Ridership Reports:

- Meadowbrook – Calendar year 2010 YTD:

Through May, 39 trips have been provided with revenue of \$3,075.00

- Bellaire Schools – School Year 09-10. The report indicated the following through May:

Early Childhood Program (ECP) - 0

Career Technical (TBA) – 317 trips with revenue of \$25,440

Special Run - 289 trips with revenue of \$7,225

- Munson Health Rides:

Kalkaska Run – 24 trips with revenue of \$1,710.00

- General Ridership was down due to Concord

June 2009 – 2,772 2010 – 2,369

New Business:

Al Meacham opened the Bids for the Buses that are for sale. The following is what came in:

<b>489</b>		<b>490</b>		<b>493</b>	
James Swain	\$1,275	James Swain	\$1,120	James Swain	\$1,275
<b>B &amp; D Truck Parts \$1,600</b>		<b>B &amp; D Truck Parts \$1,800</b>		<b>B &amp; D Truck Parts \$2,300</b>	

Bruce Krogel	\$250	Bruce Krogel	\$300	Bruce Krogel	\$860
Weller Auto Parts	\$1,255	Weller Auto Parts	\$1,255	Weller Auto Parts	\$1,255
				Larry Barber	\$1,378

<b>495</b>		<b>496</b>	
James Swain	\$1,130	James Swain	\$1,275
<b>B &amp; D Truck Parts</b>	<b>\$2,100</b>	<b>B &amp; D Truck Parts</b>	<b>\$2,100</b>
Bruce Krogel	\$860	Bruce Krogel	\$1,060
Weller Auto Parts	\$1,255	Weller Auto Parts	\$1,000
		Larry Barber	\$808

Al Meacham and the Commissioners present were very pleased with the bids that came in. Al Meacham stated the preparation and presentation paid off. He indicated he was looking for \$10,000 for the 5 buses and the bids came in at \$9,900. Tom Sandeen stated “we never have received bids this high before.”

**Motion by Gene Dawson support by Mike Hayes and Dave Howelman to approve the Bids as presented. All voting aye. Motion carried.**

Next meeting – August 6, 2010.

Meeting adjourned at 9:35 a.m.

### Transportation Committee – Airport Minutes for July 2, 2010

Members present: Gene Dawson, David Howelman, Mike Hayes

Others present: John Strehl, Laura Sexton, Danell Doucette

**Meeting opened:** 10:00 a.m.

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

1. Possibility of dormant mineral rights on the airport.

**2011 Budget Review:** With the help of Laura Sexton, John Strehl reviewed the Airport’s Proposed 2011 Budget. **Motion made by Hayes, supported by Dave Howelman, to accept and send the Budget Request to the Finance Committee for approval.**

**Equipment Bids:** Chairman Dawson opened bids for two vehicles. High bids for both vehicles were received from James Swain. \$675.00 for 1998 Expedition and \$375.00 for a 1976 Chevrolet ½ ton pickup. **Motion by Mike Hayes, supported by Dave Howelman, to accept the high bids on the two vehicles.**

**Terminal Kiosks:** John Strehl presented a plan to install an informational interactive kiosk in the terminal for customers. After much discussion he was referred to the Finance Committee with the support of the Transportation Committee.

**Financial Reports:** Income statements for June and expenses reports for May were reviewed.

**Motion by David Howelman, supported by Mike Hayes, to accept reports as presented.**

Meeting adjourned 11:17 pm

## Transportation Committee – ACT Minutes for August 6, 2010

Present: Gene Dawson, Mike Hayes, Dave Howelman, Al Meacham.

Meeting called to order at 9:00 a.m.

Al Meacham proposed bringing before the Board of Commissioners the recommendation to contribute a \$200 grant for the Regional Transit study being performed through a Federal Grant of \$100,000. Antrim County citizens would benefit from this study in many ways. For instance, a thorough review and plan for a transfer station in the Acme area would have more emphasis with a contribution. Even though this amount is small, Al Meacham feels this would be a big statement with regards to cooperation among the surrounding counties.

**Motion by Dave Howelman, supported by Mike Hayes and Gene Dawson to bring the contribution of \$200 to Board of Commissioners. All voting aye. Motion carried.**

Financial reports were presented including vouchers for August. Also expense and revenue reports for June were presented.

**Motion by Gene Dawson, supported by Mike Hayes and Dave Howelman to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through June, 47 trips have been provided with revenue of \$3,765.00

- Bellaire Schools – School Year 09-10. The report indicated the following through June:

Early Childhood Program (ECP) - 0

Career Technical (TBA) – 317 trips with revenue of \$25,440

Special Run - 289 trips with revenue of \$7,225

- Munson Health Rides:

Kalkaska Run – 26 trips with revenue of \$2,077.50

- General Ridership was down due to Concord

June 2009 – 2,736 2010 – 2,386

Next meeting – September 3, 2010.

Meeting adjourned at 9:15 a.m.

## Transportation Committee – Airport Minutes for August 6, 2010

Members present: Gene Dawson, David Howelman, Mike Hayes

Others present: John Strehl, David Reck

**Meeting opened:** 9:30 a.m.

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

1. Airplane rides on 8/21 given by Island Airways
2. New taxi way reflectors
3. Airport Conference hosted by ACB at Shanty Creek
4. Status of Airport Kiosk

**Upgrade on Approach Lighting:** John Strehl presented a timetable for the replacement of RNY 02 approach lighting. Bids will be due on 9/1/10 recommendation for award to be presented to the Board of Commissioners during the September meeting. Project to be funded through 2010 AIP monies at a .025% County share.

**10 Year Plan:** The Airport's 10 Year Plan was reviewed, with the focus on funding year 2011, the paving of taxiway C and connecting ramps were priority items. Years 3-10 were unchanged.

**FBO:** John Strehl reported that he had been in contact with an individual who was interested in starting an FBO (Fixed Base Operation) on the field. After considerable discussion, John Strehl was instructed to ask for a business plan from the individual.

**Financial Reports:** Income statements for July and expenses reports for June were reviewed.  
*Motion by David Howelman, supported by Mike Hayes, to accept reports as presented.*

Meeting adjourned 11:17 pm

## **Transportation Committee – ACT Minutes for September 3, 2010**

Present: Gene Dawson, Mike Hayes, Dave Howelman, Jack White, Al Meacham.

Meeting called to order at 9:00 a.m.

Al Meacham communicated the Trial Balance has stop trending negative. Cash control is up to \$195,667 as of July 31<sup>st</sup>, 2010. Compared to last year's \$121,216, we are in a better position.

Financial reports were presented including vouchers for September. Also expense and revenue reports for July were presented. Al Meacham communicated that the financials are showing "fruit" by controlling the expenses and maximizing revenues. Expenses are running 5% lower than planned and revenues are running over plan.

**Motion by Gene Dawson support by Mike Hayes and Dave Howelman to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Al Meacham asked Dave Howelman to help with Meadowbrook to make sure the plan is still in place that ACT will replace drivers when their drivers retire. Dave Howelman stated he would take care of the request and ask for them to increase service currently as well.

Dave Howelman asked that Al Meacham and Mike Neubecker meet to work out transportation possibilities for seniors. Al Meacham stated he has had communications with Mike Neubecker and they are to meet in the near future, and that he is ready to try and fulfill whatever needs Mike Neubecker has for the County Seniors. Dave Howelman stated he will talk to Mike Neubecker to get the meeting to happen soon.

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through July, 51 trips have been provided with revenue of \$4,155.00

- Bellaire Schools – School Year 09-10. The report indicated the following through July:

Early Childhood Program (ECP) – 0

Career Technical (TBA) – 317 trips with revenue of \$25,440

Special Run - 289 trips with revenue of \$7,225

- Munson Health Rides:

Kalkaska Run – 24 trips with revenue of \$1,755.00

Biederman Run – 6 trips with revenue of \$592.50

- General Ridership

July 2009 – 2,415 2010 – 2,224

Next meeting – October 4, 2010 @ 1:00pm.

Al Meacham asked to have meeting moved to October 4, 2010 due to him not being in town on October 1<sup>st</sup>, 2010. Transportation committee agreed to move to October 4, 2010 at 1:00pm.

Meeting adjourned at 9:45 a.m.

## Transportation Committee – Airport Minutes for September 3, 2010

Members present: Gene Dawson, David Howelman, Mike Hayes  
Others present: John Strehl, Jack White

**Meeting opened:** 10:00 a.m.

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

1. Field Painting
2. AWOS Up-grade
3. Airport Conference hosted by ACB at Shanty Creek
4. Airport Kiosk

**Break In:** John Strehl reported that on the night of August 12, 2010, someone broke into the terminal building. Access was gained by throwing a rock through the office glass door. The only thing stolen was \$100 dollars from the locked petty cash draw. A police report has been filed, and the Airport is waiting for apprehension of the party involved.

**FBO:** John Strehl reported that he had been in continued contact with an individual who is interested in starting an FBO (Fixed Base Operation) on the field. John Strehl shared with the Committee the recommended insurance limits for the proposed FBO from the County's Insurer, MMRMA. After considerable discussion, John Strehl was instructed to forward this information on to the prospective individual and ask for a formal request to operate on the Antrim County Airport.

**Financial Reports:** Income statements for August and expenses reports for July were reviewed.  
**Motion by David Howelman, supported by Mike Hayes, to accept reports as presented.**

Meeting adjourned 11:27 pm

## Transportation Committee – ACT Minutes for October 4, 2010

Present: Gene Dawson, Dave Howelman, Al Meacham.

Meeting called to order at 9:05 a.m.

Financial reports were presented including vouchers for October. Also expense and revenue reports for August were presented.

**Motion by Gene Dawson, supported by Dave Howelman to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Al Meacham asked Dave Howelman and Gene Dawson to continue communication with Meadowbrook to make sure the plan is still in place that ACT will replace drivers when their drivers retire. Dave Howelman and Gene Dawson stated they would try to be present at the next Meadowbrook meeting to get a commitment of the transition in the future.

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through August, 64 trips have been provided with revenue of \$5,565.00

- Bellaire Schools – School Year 09-10. The report indicated the following through August:

Early Childhood Program (ECP) – 0

Career Technical (TBA) – 317 trips with revenue of \$25,440

Special Run - 289 trips with revenue of \$7,225

- Munson Health Rides:

Kalkaska Run – 26 trips with revenue of \$1,815.00

Biederman Run – 20 trips with revenue of \$1,755.00

- General Ridership

September 2009 – 4,016 2010 – 3,278

Next meeting – November 4, 2010 @ 9:00am.

Meeting adjourned at 9:45 a.m

## Transportation Committee – Airport Minutes for October 4, 2010

Members present: Gene Dawson, David Howelman

Others present: John Strehl

**Meeting opened:** 1:35 p.m.

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

1. Airport Conference hosted by ACB at Shanty Creek & award
2. Driving School
3. FBO

4. Fuel Farm filter change

**Engineering:** John Strehl presented a contact from Peckham Engineering for construction supervision for PAPIs (precision approach path indicators) on runway 02, for \$4,290.00 dollars of which the County's share will be 2.5% or \$107.25.

*Motion by Dave Howelman, supported by Gene Dawson, to recommend to the full board to enter into the contract with Peckham Engineering.*

**Contract Award:** John Strehl presented the bid tabulation for contract award on the approach lighting PAPIs (see above).

*Motion by Dave Howelman, supported by Gene Dawson, to award the bid to J.R. Howell Airport Lighting LLC. In the amount of \$22,850.00 dollars the County's share to be 2.5% or \$571.25.*

**J.R. Howell Airport Lighting, LLC Contract:** John Strehl presented a contract from JR Howell Airport Lighting for replacing the airport's PAPIs for \$22,850.00.

*Motion by Dave Howelman, supported by Gene Dawson, to recommend to the Full Board to enter into the Contract.*

**Financial Reports:** Income statements for September and expenses reports for August were reviewed.  
*Motion by David Howelman, supported by Gene Dawson, to accept reports as presented.*

Meeting adjourned 2:27 pm

**Antrim County Transportation Committee**  
**Meeting Minutes November 9, 2010**

Present: Gene Dawson, Dave Howelman, Mike Hayes, Jack White, Al Meacham.

Meeting called to order at 9:00 a.m.

Al Meacham presented Northwest Michigan Transportation Coordination Plan that he developed and had approved by Kalkaska. He gave the plan to the study group in Traverse City back on October 28th.

Al Meacham presented the “first-run” of the 2012 budget numbers. He feels the operation can run with the same county appropriation of \$156,000 that is in the 2011 budget. The trend of increasing appropriations looks to be stabilized. Jack White stated that \$156,000 should be fine.

Financial reports were presented including vouchers for November. Also expense and revenue reports for September were presented. September is the end of the fiscal year for transits and ACT was able to run under budget for expenses and over for revenue. Had some good fortune during the year (stimulus money, bus sales, and refund on workmen’s comp). **Motion by Mike Hayes, supported by Gene Dawson and Dave Howelman to approve the vouchers and financial reports as presented. All voting aye. Motion carried.**

Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through September, 75 trips have been provided with revenue of \$6,510.00

- Bellaire Schools – School Year 10-11. The report indicated the following through September:

Early Childhood Program (ECP) – 32 trips with revenue of \$800.00

Career Technical (TBA) – 34 trips with revenue of \$2,720.00

Special Run - 36 trips with revenue of \$900.00

- Munson Health Rides:

Kalkaska Run – 24 trips with revenue of \$1,732.50

Biederman Run – 21 trips with revenue of \$2,475.00

- General Ridership

October 2009 – 4,252    2010 – 4,000

Al Meacham proposed meeting dates for 2011.

Next meeting – December 3, 2010 @ 9:00am

Meeting adjourned at 9:45 a.m.

**Transportation Committee**  
**Minutes November 9, 2010**

Mike Hayes

Gene Dawson, Chairman

David Howelman

Members present: Gene Dawson, Dave Howelman, Mike Hayes

Others present: John Strehl, Jack White, Dave Reck

*Meeting opened:* 10:10 am

*Public comment:* none

*Airport Updates:* John Strehl informed the Committee on:

- \* *PAPI Installation*
- \* *Driving Clinic*
- \* *MDOT retirements*
- \* *Fence damage*

**House Bill 5773:** John Strehl presented a Resolution in Support of House Bill 5773, which will provide an estimated \$16,000,000 increase in revenue to the State Aeronautics fund.

***Motion by Mike Hayes to support the resolution similar to Marquette County Board of Commissioners resolution. (See attachment)***

**Grant Assurances:** Considerable decision took place on the County's obligations for receiving Federal funds at the airport. John Strehl was asked to provide additional information on property appraisals for the December meeting.

**Financial Reports:** Income statements for October, and expenses reports for September, were reviewed. ***Motion by Dave Howelman, supported by Gene Dawson, to accept reports as presented.***

***Meeting adjourned 11:30 am***

## Transportation Committee – ACT Minutes for December 3

Present: Gene Dawson, Dave Howelman, Mike Hayes, Al Meacham.

Meeting called to order at 9:00 a.m.

Financial reports were presented including vouchers for December. Also expense and revenue reports for October were presented. Motion by Mike Hayes support by Gene Dawson and Dave Howelman to approve the vouchers and financial reports as presented. All voting aye. Motion carried.

### Ridership Reports:

- MeadowBrook – Calendar year 2010 YTD:

Through October, 82 trips have been provided with revenue of \$7,170.00

- Bellaire Schools – School Year 10-11. The report indicated the following through October:

Early Childhood Program (ECP) – 37 trips with revenue of \$925.00

Career Technical (TBA) – 40 trips with revenue of \$3,200.00

Special Run - 38 trips with revenue of \$950.00

- Munson Health Rides:

Kalkaska Run – 26 trips with revenue of \$1,987.50

Biederman Run – 21 trips with revenue of \$2,760.00

- General Ridership

November 2009 – 3,488 2010 – 3,683

Al Meacham proposed meeting dates for 2011. All present approved dates and Al Meacham will post at the County Building.

Al Meacham made all present aware ACT will need to hire one or two irregular part-time drivers to replace drivers who leave in the winter months. Al Meacham advised the irregular drivers receive no benefits and would be a great fill-in during the absence of experienced drivers. Al Meacham stated Pete Garwood and Mike Crawford approved of the hiring. All present agreed this would be a good move.

Next meeting – February 4, 2011 @ 9:00am

Meeting adjourned at 9:30 a.m.

## Transportation Committee

Minutes December 3<sup>rd</sup>, 2010

*Mike Hayes*

*Gene Dawson, Chairman*

*David Howelman*

Members present: Gene Dawson, Dave Howelman, Mike Hayes

Others present: John Strehl,

**Meeting opened:** 10:00 am

**Public comment:** none

**Airport Updates:** John Strehl informed the Committee on:

- \* *PAPI Installation*
- \* *Status of Aeronautics*
- \* *Snow removal operations*
- \* *FAA grant assurances*

**Financial Reports:** Income statements for November, and expenses reports for October, were reviewed. *Motion by Dave Howelman, supported by Mike Hayes, to accept reports as presented. Motion Carried.*

*Meeting adjourned 10:38 am*