

## MINUTES

Monday, September 18, 2023  
12:00 P.M.

Manistee County Blacker Airport  
Conference Room

Members Present: Michael Eagan, Chair; Elissa Laskey, Vice Chair; Jeff Dontz, Secretary; Andrew Gentile; George Becker; Cynthia Kaminski (Arrived 12:04 PM); Karen Goodman (Arrived 12:12 PM)

Members Absent:

Others Present: Barry Lind, Airport Director; Susan Zielinski, Airport Authority Treasurer; Kristyn Malkowski, Recording Secretary

Mr. Eagan called the meeting to order at 12:00 P.M. Roll was taken by the recording Secretary. There was a motion to approve the September 18, 2023, agenda.

**There was a motion by Mr. Dontz supported by Mr. Becker to approve the September 18, 2023, meeting agenda, as amended.**

**All in Favor**

**Motion Carries**

Public Comment: No public comment.

The Chair confirmed that each member had received a copy and an opportunity to review the minutes from the Airport Authority's regular meeting, held on Monday, August 21, 2023, and the special meeting minutes, held on September 5, 2023.

**There was a motion by Ms. Laskey supported by Mr. Dontz to approve the Airport Authority's regular meeting minutes of August 21, 2023, and the special meeting minutes of September 5, 2023.**

**All in Favor**

**Motion Carries**

The Authority reviewed the August 2023 Accounts Payable Report.

**There was a motion by Mr. Dontz supported by Mr. Becker to approve the August 2023 Accounts Payable Report.**

**A roll call vote was taken:**

**Yeas: 5 (Eagan; Laskey; Dontz; Gentile; Becker;)**

**Nays: 0**

**Absent: 2 (Kaminski; Goodman)**

**Motion carried.**

The Authority reviewed the August 2023 Accounts Payable – Fund 481 (Capital Improvement fund).

**There was a motion by Mr. Gentile supported by Ms. Laskey to approve the August 2023 Accounts Payable – Fund 481 Report.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Dontz; Gentile; Becker; Kaminski)**

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

The Authority reviewed the August 2023 Financial Statement, which includes a Balance Sheet and a Statement of Revenue and Expenses.

**There was a motion by Mr. Gentile supported by Mr. Dontz to approve the August 2023 Financial Statement.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Dontz; Gentile; Becker; Kaminski)**

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

The Orchard Beach Aviation rent information was provided, as well as fuel sales for August 2023.

Committee Assignments discussions and reports:

The Executive Committee: Did not meet.

Capital Projects Committee: Did not meet.

Budget Committee: Did not meet.

Mr. Lind presented the September 18, 2023, Airport Directors Report (APPENDIX A).

Old Business:

Manistee Township Zoning Ordinance: No Update. Mr. Lind requested to remove this item from the agenda until further notice.

LEO Coverage: No Update

Bylaws Review – No Update

Commercial, Liability and Auto Insurance – No update

Old Business:

Consultant Selection Process – Mr. Eagan requested a motion to approve contract services with Mead & Hunt as the airport consultant firm.

**There was a motion by Mr. Dontz, supported by Mr. Gentile, to approve contract services with Mead & Hunt as the new airport consultant firm.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Dontz; Gentile; Becker; Kaminski)**

**Nays: 0**

**Abstain: 1 (Goodman)**

**Absent:**

**Motion carried.**

New Business:

Finalization of the 23/24 Budget – Mr. Lind requested a motion to approve and adopt the final 2023/2023 budget as presented. (Appendix B)

**There was a motion by Mr. Gentile supported by Ms. Goodman to approve and adopt the final 2023/2023 budget as presented.**

**A roll call vote was taken:**

**Yeas: 7 (Eagan; Laskey; Dontz; Gentile; Becker; Kaminski; Goodman)**

**Nays: 0**

**Absent:**

**Motion carried.**

Airport Director & FBO Contracts – Mr. Lind requested a motion to approve the Airport Director and FBO contracts. Mr. Gentile requested consideration of the legal terms within the agreements.

**There was a motion by Ms. Goodman, supported by Mr. Gentile to approve the Airport Director contract with the recommended language changes.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Gentile; Becker; Kaminski; Goodman)**

**Nays: 1 (Dontz)**

**Absent:**

**Motion carried.**

**There was a motion by Ms. Goodman supported by Mr. Becker to approve the FBO Contract as presented.**

**Yeas: 7 (Eagan; Laskey; Dontz; Gentile; Becker; Kaminski; Goodman)**

**Nays: 0**

**Absent:**

**Motion carried.**

There was a motion by Ms. Goodman supported by Mr. Becker to the approve the Part 139 Services contract with the recommended language changes.

Yeas: 7 (Eagan; Laskey; Dontz; Gentile; Becker; Kaminski; Goodman)

Nays: 0

Absent:

Motion carried.

Other Comments from the authority – Mr. Gentile stated that he will be leaving the Airport authority. The authority thanked Mr. Gentile for his years of service and he will be greatly missed. The authority wished him well in his future endeavors.

There being no further business to come before the Authority, the meeting was adjourned at 1:16 P.M.

Respectfully Submitted,

  
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Jeffrey Dontz, Airport Authority Secretary