

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
March 29, 2017

A quorum being present and in accordance with notice being duly given, Chair Morgan called the meeting of the full Authority Board to order on March 29, 2017 at 8:30 a.m.

Board Members Present: Roger Morgan, Dan Koorndyk, Steven Heacock, Floyd Wilson, Jr., and Ted Vonk – 5

Absent: Birgit Klohs and David Slikkers – 2

Also Present:

Jim Gill – President and Chief Executive Officer
Phil Johnson – Senior Vice President and Chief Operating Officer
Bob Buchanan – Airport Attorney
Mary Kay Shaver – Airport Attorney
Brian Picardat – Vice President and Chief Financial Officer
Lisa Carr – Public Safety and Operations Director
Lisa Belt – Human Resources Director
Tara Hernandez – Marketing and Communications Director
Lisa Rauch – Office Manager
Casey Ries – Civil Engineering Manager
Ryan Schaner – Engineering Technician
Robert Wilson – Maintenance Manager
Dan Villalobos – Parking Supervisor
Rick Aro – Police Chief
Bruce Applebach – Operations Manager
Matt Zeilstra – Financial Supervisor
Roy Hawkins – Planning Engineer
Joel Burgess – Properties Manager
Susan Sherman – Community Relations Coordinator
Cal Brinks – Kent County Purchasing
Lisa Verhil – Experience Grand Rapids
Cheryl Bush – Signature Flight
John Oliver – Citizen
Sharon Townsend – Grand Valley State University

3-1 Approval of the Agenda

The agenda was approved and adopted.

3-2 Public Comment

None

3-3 Special Recognition – ACEC Award

Mr. Gill indicated that the American Council of Engineering Companies (ACEC) of Michigan recognized the Airport for its Drainage Improvement and Natural Treatment System project. Mr. Gill recognized Mr. Ries, Mr. Hawkins and the entire engineering team on the huge success of the project.

Mr. Ries thanked Mr. Hawkins and the team for their work on the project. He also mentioned that when acknowledging projects, the ACEC specifically looks for the following: application of new or existing techniques, future values to the engineering and surveying professionals, social economic and sustainable design contributions, and complexity of the project while meeting the owner's needs. The entire team consisted of Prein&Newhof, LimnoTech, Naturally Wallace, Mead & Hunt, CH2M Hill, and Barnes & Thornburg.

Mr. Hawkins explained that the team created an environment for bacteria to grow which eats the glycol and then breaks it down into CO² and water. The vast majority of deicing that occurs on the airfield goes through treatment. The results of the testing indicate that our levels are way below the limits required by the DEQ.

Mr. Morgan asked if staff continues to stay in touch with the stakeholders. Mr. Hawkins indicated that we have met with them to share results as well as give presentations and tours of the facility.

3-4 Consent Agenda

- a) Approval of Authority Board Minutes – February 20, 2017
- b) Travel
- c) Reports
 - Project/Construction Report
 - Project Status Report
 - Public Safety and Operations Report
 - Aviation Activity Report
- d) Bills for Approval

Motion by Mr. Koorndyk, supported by Mr. Vonk, that Consent Agenda items a – d be approved. Motion carried.

3-5 Resolution 17-7: UAW & COAM CBA

Mr. Koorndyk believes that the employees of these two bargaining units really received a good deal with these two contracts as health insurance deductibles are low and the benefits are very good, especially compared to the private sector.

Motion by Mr. Wilson, supported by Mr. Vonk, to approve the UAW & COAM Collective Bargaining Agreements and authorize the President and CEO to sign.
Motion carried.

3-6 President and CEO Report

Mr. Gill presented the President and CEO report:

Personnel

- John Cranmer has been hired as an Electrician and will start on April 10.
- Now that Lisa Rauch has moved over to Human Resources, Dianne Brady-Peters will replace her as Office Administrator on April 10.
- We are in the process of recruiting for two part-time Communications Specialists as one of our current employees has been called up to active duty military leave.
- We are recruiting for a college intern and hope to have the process completed by next week.
- We have started to develop job descriptions for two future IT positions. We have had a great relationship with the County; however, we will be hiring these positions internally when the contract expires on December 31.
- All bargaining unit contracts have now been ratified.
- Mr. Gill thanked the Board for attending the Strategic Planning Session earlier this month. There will be a follow up meeting within the next month to discuss future goals.

Projects

- As the winter season ends, Field Maintenance employees will be moving to four-ten hour days in May and work for our temporary seasonal employees will end.
- Mr. Gill thanked Robert Wilson for hanging our new Authority flag.
- Staff will meet with the FAA at the District Office in Detroit on April 12 to discuss design and funding related to the reconstruction of the apron project.
- Phase I of the Gateway Transformation Project continues to move along well. Terrazzo flooring continues on Concourse A. Plans are underway for Phase II and staff met with the airlines to understand what their concerns are.
- We are in the final design stages regarding our monument signs at the entrance of the Airport.

Miscellaneous

- Two staff members will attend the annual Snow Symposium in Buffalo. One of our vehicles, a Mauler, will be on display.
- Passenger Appreciation Days will be held this week Thursday, Friday, and Saturday. Mr. Gill recognized the Committee - Brian Picardat, Tara Hernandez, Laura Feigel, and Susan Sherman.
- A Master Plan Advisory Committee will be held on April 19 at 1:30 pm.
- Last week, Mr. Gill attended the AAAE-ACI Legislative Conference in Washington D.C. He met with Senator Peters, as well as representatives from the offices of Senator Stabenow, Congressman Huizenga, and Congressman Amash to discuss some of our legislative needs.

Mr. Morgan asked Mr. Gill to report on our top three legislative priorities. Mr. Gill indicated that those priorities are 1) to gain support and understanding of our need for a Federal Inspection Station at the Airport; 2) funding for our apron project; and 3) relocation of our Air Traffic Control Tower.

3-7 Executive Session

Motion by Mr. Koorndyk, supported by Mr. Vonk, at 8:56 a.m. to adjourn to Executive Session to consider an opinion of Counsel.

Motion carried: Yeas: Heacock, Koorndyk, Vonk, Wilson, and Chair Morgan – 5
Nays: 0

Motion by Mr. Koorndyk, supported by Mr. Vonk, to return to regular session at 9:17 a.m.

Motion carried: Yeas: Heacock, Koorndyk, Vonk, Wilson, and Chair Morgan – 5
Nays: 0

3-8 Other Business

None

3-9 Adjournment

The meeting was adjourned at 9:18 a.m.

APPROVAL: _____
David Slikkers, Recording Secretary to the Board

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