

**TWIN COUNTY AIRPORT COMMISSION  
2801 22<sup>ND</sup> STREET  
MENOMINEE, MI 49858  
906-863-8408**

**MINUTES**

**PERSONNEL COMMITTEE MEETING  
JUNE 19<sup>TH</sup>, 2013**

1. Call to order by chairman Lakari at 5:00 PM
2. Pledge of Allegiance
3. Roll Call Present: Ted Sauve, Nick Lakari Absent: Chris Plutchak
4. Approve/Amend Agenda. MOTION Sauve, SECOND Lakari to approve. Carried.
5. Approve/Amend minutes of April 16, 2013 meeting. MOTION Sauve, SECOND Lakari to approve. Carried.
6. Public Comment – None
7. Discuss/Consider amending staff job descriptions to address mandatory training needed for UST certification. Action, if any. After considerable discussion, MOTION by Sauve, SECOND by Lakari to add to the Airport Manager job description and Maintenance/Lineman job description the requirement to obtain a Class A UST Operator Certificate and Class B UST Operator Certificate, respectively. Certification to be completed in a timely manner as recommended by Michigan timeline compliance. Carried.  
NOTE: Current Airport Manager and Maintenance/Lineman are currently certified.
8. Discuss/Consider hiring and training a part-time Maintenance/Lineman. Action, if any. Discussion of the need for additional coverage of weekends and other times and also the possible increase in airport activity took place. MOTION by Sauve, SECOND by Lakari to recommend to the whole commission to hire a part-time Maintenance/Lineman for 20 hours per week. The salary/wages to be determined based on qualifications and experience. All aspects of the current Maintenance/Lineman job will be considered, if possible, during timely evaluations by the Airport Manager of the part-time person. Carried.
9. Discuss/Consider Commission expectations for staff involvement for car rental agreements. Action, if any. Krysiak stated he has been in contact with Avis car rental agency and has related the fact that the service provided to Avis by Twin County Airport personnel is not a money-maker. Krysiak also stated that he has been in contact with other car rental agencies and will consider them in Avis cannot change the present commission agreement and make it more profitable for the airport. Krysiak will continue to correspond with Avis and report back to the commission whenever information becomes

available. The Personnel Committee agrees car rental service should continue for pilot usage.

10. Public Comment – None

11. Future agenda items. Call of the Personnel Committee Chairman.

12. Schedule next meeting. Call of the Personnel Committee Chairman.

13. Adjourn. MOTION by Sauve to adjourn. SECOND by Lakari. Carried.  
Meeting adjourned at 5:52.

Respectfully submitted,  
Ted Sauve, Secretary