

**Contracts Committee  
Meeting Minutes**

Friday, September 7, 2012  
Manistee County Blacker Airport  
Conference Room

**Committee Members**

**Present:** Chairman Duane Anderson,  
Ross Spencer, Robert Wilson

**Members Absent:** none

**Others Present:** Barry Lind, Airport Director

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The meeting was called to order by Chairman Anderson at 9:02 AM.

The first contract to be reviewed was between the Airport Authority and Orchard Beach Aviation Inc. This contract provides for those services required for the Manistee County Blacker Airport to be capable of airline (Air Carrier) operations. This contract provides for specified standards required by FAA regulations (Part 139) for Airport Certification, Security, and operation standards and/or requirements for all operation.

The committee changed the name of this agreement from "Agreement" to **Part 139 Service Agreement**.

The contract period was set to coincide with the Authority's contract with Public Charters Inc. for Alternate Essential Air Service. The proposed contract term is October 1, 2012 through May 31, 2014.

The proposed monthly fee for the services rendered is proposed to increase from \$11,630.16 per month to \$12,200.00 per month. This is the first increase since June of 2008 and provides for no increase for the term of the contract.

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The second contract is between the Airport Authority and Mr. Barry J. Lind and provides for his services as the Airport Director of the Manistee County Blacker Airport.

The name of this contract was changed from Agreement to **Airport Director Agreement**.

The current contract provides for Authority approval of single expenditures exceeding \$1,000.00. The committee recommends a modification of this policy allowing single expenditures of up to \$10,000.00, in an emergency situation, with prior communication with Airport Authority members.

The proposed term of this contract is for a period of three years starting on October 1, 2012 through September 30, 2015. The prior contract was for a period of 5 years.

The Airport Director will serve as an independent contractor and compensation during the first contract year is proposed at \$3,400.00 per month. This is an increase of \$23.47 per month over the contract expiring September 30, 2012.

The monthly fee for the Airport Director's services shall be negotiated and agreed to by the Authority and the Director at annual increments.

Chairman Anderson will confer with the Airport Attorney on certain contract requirements and schedule a follow-up meeting.

The meeting was adjourned at 10:15 AM

Respectfully submitted,

Ross Spencer