

## MINUTES

Monday, January 10, 2022  
12:00 P.M.

Manistee County Blacker Airport  
Conference Room

**Members Present:** Barry Peterson, Vice-Chair; Jeff Dontz (left at 12:30pm); Andrew Gentile (left at 12:45 pm); Elissa Laskey; Michael Eagan; Cindy Kaminski (arrived 12:09 PM via Zoom)

**Members Absent:** Karen Goodman

**Others Present:** Barry Lind, Airport Director; and Kristyn Malkowski and Susan Zielinski, Airport Authority Treasurer

Barry Peterson, Vice-Chair; called the meeting to order at 12:02 P.M. Roll was taken by the Secretary.

Barry Peterson called for nominations of officers.

**There was a motion by Mr. Dontz, supported by Mr. Gentile to nominate Barry Peterson as Chairperson, close nominations and cast a unanimous ballot for Barry Peterson for the position of 2022 Chairperson.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

**There was a motion by Mr. Dontz, supported by Mr. Gentile to nominate Michael Eagan as Vice-Chairperson, close nominations and cast a unanimous ballot for Michael Eagan for the position of 2022 Vice-Chairperson.**

**A roll call vote was taken:**

**Yeas: 6 (Peterson; Eagan; Dontz; Kaminski; Gentile; Laskey)**  
**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

**There was a motion by Mr. Dontz, supported by Mr. Peterson, to nominate Susan Zielinski as Treasurer, close nominations and cast a unanimous ballot for Susan Zielinski for the position of 2022 Treasurer.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

**There was a motion by Mr. Gentile, supported by Ms. Laskey, to nominate Jeff Dontz as Secretary, close the nominations and cast a unanimous ballot for Jeff Dontz for the position of 2022 Secretary.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

**There was a motion by Mr. Dontz, supported by Mr. Peterson to nominate Kristyn Malkowski as Recording Secretary, close nominations and cast a unanimous ballot for Kristyn Malkowski for the position of 2022 Recording Secretary.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

The Chair confirmed that each member had received a copy and had an opportunity to review the minutes from the regular meeting of the Airport Authority held on Monday, December 13, 2021.

**There was a motion by Mr. Gentile, supported by Mr. Dontz, to approve the Airport Authority regular meeting minutes, of Monday, December 13, 2022.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

The Authority reviewed the December 2021 Accounts Payable Report (APPENDIX A).

**There was a motion by Mr. Gentile, supported by Mr. Dontz, to approve the December 2021 Accounts Payable Report.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

The Authority reviewed the December 2021 Financial Statement (APPENDIX B), which includes a Balance Sheet and Statement of Revenue and Expenses.

**There was a motion by Mr. Gentile supported by Mr. Dontz to approve the December 2021 Financial Statement.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 1 (Goodman)**

**Motion carried.**

The Orchard Beach Aviation rent information was provided, as well as fuel sales for December 2021 (APPENDIX C).

Committee Assignments will be discussed and agreed upon at the February

Mr. Lind reports that there were no airport incidents/accidents. There is no update on Law Enforcement coverage.

Mr. Lind presented a report on airfares which compares flights from Manistee, Traverse City, Grand Rapids, and Muskegon. Mr. Lind presented information on airplane passenger numbers for 2021 as well as the previous five years (APPENDIX D).

The State has approved the necessary appropriations for Round 2 for the Recovery Grant. It is expected that the airport is slated to receive around \$13,000. There is a round 3 for the Recovery Grant that is expected to be around \$32,000.

Overall Cape Air has been struggling with performance. The on-time performance for December was 65% with 17% cancellations. This is the five months in a row with 10% or greater cancellations reported. Cape Air is looking into using alternative airports to avoid weather cancellations into ORD. However, December there were 601 passengers.

Advanced booking for January are comparable to last year. All fares are currently only \$49-\$99 so that has helped the bookings for the slower periods. The airport has an updated Marketing plan for FY 2022 for the February 2022 meeting.

The regular meeting schedule for 2022/23 was set. The meetings will be scheduled for 12:00 noon on the third Monday of each month, except January and February, which will be the second Monday, in the Airport Conference Room as follows:

Monday, February 14, 2022  
Monday, March 21, 2022  
Monday, April 18, 2022  
Monday, May 16, 2022  
Monday, June 20, 2022  
Monday, July 18, 2022

Monday, August 15, 2022  
Monday, September 19, 2022  
Monday, October 17, 2022  
Monday, November 21, 2022  
Monday, December 19, 2022  
Monday, January 9, 2023 (Organizational)

Mr. Eagan and Ms. Laskey were recently appointed to the Board. There was a brief introduction and welcome.

There being no further business to come before the Authority, the meeting was adjourned at 1:15 P.M.

Respectfully Submitted,

  
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Jeff Dantz, Airport Authority Secretary

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