



LOWELL AIRPORT BOARD

WEDNESDAY DECEMBER 8, 2021 AT 7:00 P.M.

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF ABSENCE(S)
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. Minutes from November 11,2021
5. FINANCIAL REPORT(S)
 - a. Financial Statement
 - b. Check Disbursement
6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
7. OLD BUSINESS
8. NEW BUSINESS
9. BOARDMEMBERS COMMENTS
10. ORB AEROSPACE UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Snow removal
 - b. Battery tend for the Mogas
 - c. Mower prep for 2022
 - d. Other seasonal discussion
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD
WEDNESDAY, NOVEMBER 11, 2021 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:00 p.m. by Tom Grimm. Lori Gerard called roll.

Present: Tom Grimm, Paul Nicholls, Jim Myaard and David Pasquale

Absent: Jeff Altoft, Jeff Ostrander (arrived 7:08 pm) and Eric Nelson

Also Present: Bob Bourgette, Alex Taylor, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

Grimm moved and Myaard seconded to approve the absence of Altoft, Ostrander and Nelson. Motion carried.

3. APPROVAL OF THE AGENDA

Grimm moved and Myaard seconded to approve the agenda as written. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Grimm moved and Myaard seconded to approve the minutes of October 13, 2021 with corrections. Motion carried.

5. FINANCIAL REPORTS

Grimm moved and Pasquale seconded to approve the financial reports as presented. Motion carried.

Brown stated that he has raised the price of AV gas to \$4.90.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Bourgette commented that he has taken two mowers in and will take another on Friday.

Brown and Nicholls stated that they could help Bourgette with Randy's door (D-4).

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. ORB AEROSPACE - ALEX TAYLOR

Taylor stated that a lot was happening. They will have 12 guys in the office by January 2022. ORB is also working on a 10-year lease agreement with the city. Brown noted that Mike Burns has it on his desk now. Taylor noted that ORB is making significant changes to the inside of their building.

Taylor spoke about the vision he has for the airport in the future. Ostrander commented that bigger and better are two different things. He noted it is hard to imagine a more perfect place than what we have here now. Brown remarked that he welcomed some commercial business but also welcomed our grass roots.

11. AIRPORT MANAGER'S REPORT

- a. Snow removal update – Brown stated that Scenic Expressions will be plowing again with a contract for 10 pushes for \$6200. Half will be paid in December and the other half in February. Plowing after that will be priced per push.
- b. New member at the airport – Kevin Moy moved out of C-4 on 10/31/2021 and new tenant Dwayne Scheller has moved into that space.
- c. Hangar discussion – Brown noted that he has a back log of 5 people waiting for hangar space. There was discussion on how to build more hangars. Brown recalled that the last two hangars were built in 1990 or 1991. The idea of a land lease was discussed.
- d. Runway update – Brown stated he has been talking with the Kent County Road Commission asking about the mix of asphalt and stone they put on Flat River. He has also spoken with John at Great Lakes about sealing and a crack fill top coat. He stated that we will need to tackle this in the spring.
- e. ORB long term lease – Brown noted that ORB currently pays \$1000 per month rent to the airport. He noted that city can agree to a 10-year lease with a renew of 10 years per the city charter.

Bourgette questioned how we handle tie downs. Brown noted we have not had many long term tie downs.

Grimm moved and Myaard seconded to adjourn at 7:50 pm.

Respectfully submitted
Lori Gerard

Airport

12/06/2021

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 11/09/2021 - 12/06/2021

Check Date	Check #	Payee	Description	Account	Amount
11/11/2021	76398	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	64.64
11/11/2021	76402	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	32.36
11/11/2021	76430	SCENIC EXPRESSIONS LLC	CONTRACTUAL	802.000	3,100.00
11/12/2021	76443	MOY, KEVIN	HANGAR RENT (1)	667.000	140.00
11/22/2021	76451	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	9.53
11/22/2021	76451	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	238.06
			CHECK GEN 76451 TOTAL FOR FUND 581:		247.59
11/22/2021	76469	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
12/02/2021	76486	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	57.51
12/02/2021	76486	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.38
12/02/2021	76486	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	206.97
12/02/2021	76486	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	140.50
			CHECK GEN 76486 TOTAL FOR FUND 581:		434.36
			Total for fund 581 AIRPORT FUND		4,068.94

AIRPORT FUND
FINANCIAL STATEMENT
December 8, 2021

BEGINNING CASH JULY 1, 2021		\$ 27,463.27
Prepaid expenses	581.000.123.000	\$ -
Tie Down fees	581.000.607.001	\$ -
Hangar Rent	581.000.667.000	\$ 12,770.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 16,745.38
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ -
TOTAL REVENUES TO DATE		\$ 56,978.65
Operating supplies	581.000.740.000	\$ 20,518.91
Professional services/Audit fees	581.000.801.000	\$ -
Contractual	581.000.802.000	\$ 3,400.00
Insurance	581.000.910.000	\$ 3,775.00
Public Utilities	581.000.920.000	\$ 1,300.46
Repair and Maintenance	581.000.930.000	\$ 710.99
Misc Expenses	581.000.955.000	\$ 1,400.78
Vergennes Twp Taxes	581.000.955.000	\$ 4,487.59
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ -
General Fund loan payment		\$ -
* Expenses to last fiscal year		\$ 2,991.20
**Prepaid expenses for insurance		\$ -
TOTAL EXPENDITURES TO DATE		\$ 38,584.93
ENDING CASH:		\$ 18,393.72