

# LOWELL AIRPORT BOARD

WEDNESDAY, JULY 8, 2015 AT 7:00 P.M.

LOWELL CITY AIRPORT

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. Minutes from June 10, 2015
4. FINANCIAL REPORT(S)
  - a. Financial Statement
  - b. Check Disbursement
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
7. NEW BUSINESS
8. BOARDMEMBERS COMMENTS
9. AIRPORT MANAGER'S REPORT
  - a. Windsock relocation
    - Work day July 11, 2015
    - Confirm equipment and materials
    - Additional concrete if needed
10. FBO REPORT – WILLIAMS AIR POWER
11. ADJOURNMENT

**MINUTES OF THE LOWELL AIRPORT BOARD**  
**WEDNESDAY, JUNE 10, 2015 AT 7:00 PM**

1. **CALL TO ORDER; ROLL CALL**

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

Present: Jeff Altoft, Jim Myaard, Eric Nelson, Paul Nicholls, David Pasquale and Chairman Tom Grimm

Absent: FBO Dan Williams

Also Present: Bob Bourgette, Greg Forbes, Lori Gerard, Mitch Kahn, George Radashaw, Jim Sowle, Bruce Whitman and Airport Manager Casey Brown

2. **APPROVAL OF THE AGENDA**

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

3. **APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS**

Nelson moved and Pasquale seconded to approve the minutes of the May 13, 2015 as presented. Motion carried.

4. **FINANCIAL REPORTS**

Grimm moved and Nelson seconded to accept the Financial Reports. Motion carried.

5. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

Jim Sowle commented that he noticed a cable running along his property and was not sure where it came from. Brown will check with AT&T.

Jeff Ostrander stated he had a conversation with Dan Williams regarding his relationship with the airport and the differences in philosophy. The board is determined to resolve the issues as Williams is an important part of the airport. Chairman Grimm noted he will call Williams to join a meeting with him and 1 or 2 board members.

6. **OLD BUSINESS**

Eagle Scout Radashaw stated his project was approved and he has collected some funds toward materials. He is about \$75 from his goal.

7. **NEW BUSINESS**

It was discovered that there is an open container of gasoline in one of the airport buildings. Altoft stated that this is a safety hazard and we need to have a proper containment system in place right away. Grimm he will contact Chief Martin to ask about proper procedures for this.

Bruce Whitman commented that SMAT in Ionia is looking for volunteers for their open house June 27- 28 for Community Days.

It was suggested by Mitch Kahn that a Lowell Pilots Association be formed to build a community amongst the airport pilots.

8. **BOARDMEMBERS COMMENTS.**

Chairman Grimm commented that there have been three applications for the open board position. He asked that Bruce Whitman, Jeff Ostrander and Mitch Kahn each give a brief intro about themselves. The appointment will be made at the next council meeting.

9. **AIRPORT MANAGER'S REPORT**

a. **Mowing**

Brown thanked the volunteers that have been giving of their time to mow the grass. Brown also thanked Bob Bourgette for trimming several trees.

b. **Windsock relocation**

It was decided that July 11 at 8:00 am would be a work day at the airport. Brown will call Miss Dig and look into getting the equipment needed.

c. **Fly-In**

Due to time this item will be tabled until next meeting.

10. **FBO REPORT – WILLIAMS AIR POWER**

Dan Williams was in Nashville working so Nicholls passed along the FBO report for him. Williams said there were 3 calls about the length of the grass at the airport. He also received 2 inquires if the airport had a courtesy car.

The board discussed the three applicants for the open board position. After much discussion it was by consensus that they would recommend to the council that Jeff Ostrander be appointed.

It was moved by Pasquale to adjourn at 8:41 p.m.

**AIRPORT FUND  
FINANCIAL STATEMENT  
July 6, 2015  
as of June 30, 2015**

BEGINNING CASH 7/1/14	\$40,243.18
TIE DOWN FEE	\$291.00
HANGAR RENT AND DEPOSITS RECEIVED	\$45,648.00
HANGAR STORAGE FEES	
INTEREST	\$18.10
MISC. INCOME	
GAS TAX FEES	
TRANSFER IN FROM GENERAL FUND	
<b>TOTAL REVENUES TO DATE:</b>	<b>\$86,200.28</b>

<b>EXPENDITURES TO DATE:</b>	
OPERATING SUPPLIES	\$699.70
PROFESSIONAL SERVICES/AUDIT FEES	\$14,557.50
INSURANCE	\$3,629.91
PUBLIC UTILITIES	\$2,445.08
REPAIR & MAINTENANCE	\$7,069.93
MISC. EXPENSE (PROPERTY TAXES VERGENNES TWP	\$4,810.01
RENTALS	
PREPAID INSURANCE	
CAPITAL OUTLAY	\$22,859.50
GENERAL FUND LOAN PAYMENT	
*EXPENSES TO LAST FISCAL	\$4,432.00
**PREPAID EXPENSE FOR INSURANCE.	
 TOTAL EXPENSES:	 \$60,503.63

ENDING CASH: July 6, 2015	\$25,696.65
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Capital Outlay:

Mower	\$3,900.00
Great Lakes Paving	\$14,880.00
O.E. Bieri	<u>\$4,079.50</u>
	\$22,859.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 581 AIRPORT FUND							
06/11/2015	GEN	66320	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	000	21.04
06/18/2015	GEN	66357	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	000	78.62
06/18/2015	GEN	66359	BROWN, CASEY	OPERATING SUPPLIES	740.000	000	80.66
06/18/2015	GEN	66364	GRIMM, TOM	OPERATING SUPPLIES	740.000	000	16.06
06/18/2015	GEN	66377	SHADOW ENTERPRISES	REPAIR & MAINTENANCE	930.000	000	142.02
06/18/2015	GEN	66382	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	000	49.99
06/29/2015	GEN	66417	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	000	34.86
Total for fund 581 AIRPORT FUND							423.25