



LOWELL AIRPORT BOARD

Wednesday August 8, 2018 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 July 11, 2018
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. ALEX TAYLOR PROJECT (WINDCRAFT AVIATION) UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. 2018 Fly-In discussion
 - Fallasburg Fall Festival run 9/15 – 9/16
 - Open debate regarding moving fly-in date to Saturday 8/15/18 for possible positive increase in attendance
 - b. Discussion regarding Windcraft Aviation
 - They have secured a funding partner and are requesting the option to lease Building 3(IEQ)
 - c. Discussion regarding FAA grant
 - Casey will present the grant content
 - Discussion options and determine if we want to apply for a grant
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, JULY 11, 2018 AT 7:00PM

1. CALL TO ORDER; ROLL CALL

THE MEETING WAS CALLED TO ORDER AT 7:00 P.M. BY Tom Grimm. Eric Nelson called roll.

Present: Jeff Altoft, Tom Grimm, Paul Nicholls, Jeff Ostrander, Jim Myaard, Eric Nelson

Absent: David Pasquale and Lori Gerard

Also present: Bruce Whitman, Casey Brown

2. APPROVAL OF ABSENCES

Grimm moved and Nicholls seconded to approve the absence of Pasquale. Motion carried.

3. APPROVAL OF AGENDA

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

4. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Grimm moved and Nelson seconded to approve the minutes of June 13, 2018 as corrected.
(typos: line 6 "replaces" to "replaced" and "from" to "front". Motion carried.

5. FINANCIAL REPORTS

Discussion followed by motion by Nelson, seconded by Myaard to approve as written. Motion carried.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

7. OLD BUSINESS

No comments.

8. NEW BUSINESS

No comments.

9. BOARDMEMBERS COMMENTS

Ostrander questioned what plans there were to put the washing station back by the fuel pumps. Reply: Will be put there soon. Ostrander spoke on the crop situation. Comments from the Board that the farmer had just sprayed but it looks as though the alfalfa had died. Brown to call the farmer.

10. ALEX TAYLOR UPDATE

Per Brown: was not chosen as a Phase 1 winner. Letter from Alex to Brown presented.

11. MIDWEST AVIATION REPORT

Per Brown: Mechanics looking to expand to Ionia.

12. AIRPORT MANGARES REPORT

Love Week – We bought 40 gallons of paint. They brushed, rolled, and sprayed paint this year. They painted all of Building 2 and 2 sides of Roger Brown's hangar. They also weeded. Their crew size was down plus one shift was cancelled due to weather. Airplane rides for workers to be scheduled soon. Ostrander and Nicholls – pilots.

Equipment – Two new engines for the Swisher lawnmowers are in. Cost was \$720.00 per which is better than the quote of \$1200.00 per.

Hangar Night – Success. About 40 people showed. Food was good. Nichols complained there was no leftover goodies for his midnight raid.

Powered Parachutes on Field – Bill Scheur complained to FAA about low flying paraglider too low over his wedding pavilion. Brown had the four known pilots in for a meeting and training session. Went well.

Nelson moved to adjourn at 8:08 p.m. Motion carried.

Respectfully submitted

Eric Nelson



CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
 CHECK DATE FROM 07/06/2018 - 08/06/2018

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|------------------------|------|---------|------------------------------|-------------------------------------|---------|------|---------------|
| Fund: 581 AIRPORT FUND | | | | | | | |
| 07/06/2018 | GEN | 71444 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 000 | 24.63 |
| | | | | PUBLIC UTILITIES | 920.000 | 000 | 37.57 |
| | | | | PUBLIC UTILITIES | 920.000 | 000 | 140.23 |
| | | | | PUBLIC UTILITIES | 920.000 | 000 | 20.79 |
| | | | | CHECK GEN 71444 TOTAL FOR FUND 581: | | | <u>223.22</u> |
| 07/06/2018 | GEN | 71458 | NELSON, ERIC | OPERATING SUPPLIES | 740.000 | 000 | 259.53 |
| 07/06/2018 | GEN | 71470 | VERGENNES BROADBAND | MISCELLANEOUS EXPENSE | 955.000 | 000 | 49.99 |
| 07/13/2018 | GEN | 71476 | BERNARDS ACE HARDWARE | CONTRACTUAL | | | ** VOIDED ** |
| 07/13/2018 | GEN | 71479 | CONSUMERS ENERGY | PUBLIC UTILITIES | | | ** VOIDED ** |
| 07/13/2018 | GEN | 71500 | TRACTOR SUPPLY CREDIT PLAN | OPERATING SUPPLIES | | | ** VOIDED ** |
| 07/13/2018 | GEN | 71505 | BERNARDS ACE HARDWARE | CONTRACTUAL | 802.000 | 000 | 1,359.52 |
| 07/13/2018 | GEN | 71508 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 000 | 25.25 |
| 07/13/2018 | GEN | 71529 | TRACTOR SUPPLY CREDIT PLAN | OPERATING SUPPLIES | 740.000 | 000 | 285.25 |
| 07/26/2018 | GEN | 71548 | BROWN, CASEY | OPERATING SUPPLIES | 740.000 | 000 | 63.91 |
| | | | | OPERATING SUPPLIES | 740.000 | 000 | 80.09 |
| | | | | CHECK GEN 71548 TOTAL FOR FUND 581: | | | <u>144.00</u> |
| 07/26/2018 | GEN | 71585 | VERGENNES BROADBAND | MISCELLANEOUS EXPENSE | 955.000 | 000 | 49.99 |
| 07/26/2018 | GEN | 71586 | VERGENNES TOWNSHIP TREASURER | MISCELLANEOUS EXPENSE | 955.000 | 000 | 4,367.80 |
| 08/03/2018 | GEN | 71600 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 000 | 34.51 |
| | | | | PUBLIC UTILITIES | 920.000 | 000 | 24.90 |
| | | | | PUBLIC UTILITIES | 920.000 | 000 | 124.47 |
| | | | | PUBLIC UTILITIES | 920.000 | 000 | 20.59 |
| | | | | CHECK GEN 71600 TOTAL FOR FUND 581: | | | <u>204.47</u> |
| 08/03/2018 | GEN | 71604 | GODWIN HARDWARE & PLUMBING | REPAIR & MAINTENANCE | 930.000 | 000 | 1,500.00 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|------------|------|---------|-------|-------------|---------|------|--------|
|------------|------|---------|-------|-------------|---------|------|--------|

Fund: 581 AIRPORT FUND

| | | | | | | | |
|------------|-----|-------|---------------|----------------------|---------|-----|--------|
| 08/03/2018 | GEN | 71617 | OVERHEAD DOOR | REPAIR & MAINTENANCE | 930.000 | 000 | 496.40 |
|------------|-----|-------|---------------|----------------------|---------|-----|--------|

Total for fund 581 AIRPORT FUND

8,965.42

**AIRPORT FUND
FINANCIAL STATEMENT
through July 31, 2018**

| | | |
|-------------------------------------|-----------|------------------|
| BEGINNING CASH JULY 1, 2018 | \$ | 49,598.73 |
| Tie Down fees | \$ | - |
| Hangar Rent | \$ | 3,480.00 |
| Misc Income - Fly-In | \$ | - |
| Fuel Sales | \$ | - |
| Transfer from General Fund | \$ | - |
| Interest | \$ | - |
| TOTAL REVENUES TO DATE | \$ | 53,078.73 |
| Operating supplies | \$ | - |
| Professional services/Audit fees | \$ | - |
| Contractual | \$ | - |
| Insurance | \$ | - |
| Public Utilities | \$ | 204.47 |
| Repair and Maintenance | \$ | 496.40 |
| Misc Expenses - Vergennes Twp taxes | \$ | 4,417.79 |
| Rentals | \$ | - |
| Prepaid Insurance | \$ | - |
| Capital Outlay | \$ | - |
| General Fund loan payment | \$ | - |
| * Expenses to last fiscal year | \$ | 3,846.76 |
| **Prepaid expenses for insurance | \$ | - |
| TOTAL EXPENDITURES TO DATE | \$ | 8,965.42 |
| ENDING CASH: | \$ | 44,113.31 |