



LOWELL AIRPORT BOARD

Wednesday July 10, 2019 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 June 12, 2019
5. FINANCIAL REPORT(S)
 - a. Financial Statement
 - b. Check Disbursement
6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
7. OLD BUSINESS
 - a. Airport grant
 - b. Love Week
8. NEW BUSINESS
9. BOARDMEMBERS COMMENTS
10. WINDCRAFT AVIATION UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Dog Days of Summer
 - b. Burger night update
 - c. Mowing, mowing and more mowing
 - d. Get out and fly
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, JUNE 12, 2019 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: Jeff Altoft, Tom Grimm, David Pasquale, Jeff Ostrander and Paul Nicholls

Absent: Eric Nelson and Jim Myaard

Also Present: Bob Bourgette, Greg Forbes, Greg VanStrien, Bruce Whitman, Terry Williamson, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

Altoft moved and Grimm seconded to approve the absences of Ostrander (arrived at 7:10), Myaard and Nelson. Motion carried.

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Grimm moved and Altoft seconded to approve the minutes of May 8, 2019 with corrections. Motion carried.

5. FINANCIAL REPORTS

Grimm questioned the Caledonia and MacAllister invoices. Grimm moved and Pasquale seconded to approve the financial reports. Motion carried.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Bourgette commented that he had some concerns the other day with the power paragliders on 6/24 that stood out on the runway for 30 minutes. Williamson noted he talked to the pilots and reminded them to launch and leave. Brown stated we need to stay ahead of this for safety reasons. Forbes added that signage might be helpful. Brown noted he would be willing to have a session with the pilots if necessary. Williamson and Brown will work on this together.

7. OLD BUSINESS

- a. Grant update – Brown noted he still has no word on the grant application. Ostrander commented that the grant list he saw did not have the City of Lowell Airport listed as a recipient. Brown will look into this.
- b. Tree trimming – this has been completed for now.
- c. Capital Improvement projects – taxiway paving completed.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. WINDCRAFT AVIATION - ALEX TAYLOR

None.

11. AIRPORT MANAGER'S REPORT

- a. Taxiway Paving –Great Lakes Paving completed the project and it looks good.
- b. Mowing and turf – Mowing is going well and spray was applied to weeds on the runway.
- c. Summer events – Burger night is set for June 19. Brown noted he has received some feedback and has also sent an invite out in the Chamber of Commerce e-blast.
- d. Love Week – date is set for end of July. Brown noted that there is still some painting to be done, weeding on signage out front and the stockade fence needs some repairs. The Compass Rose still looks good. Next year the chain link fence could use replacement.

Brown stated he has had some conversations with Arcadia Municipal Airport in Florida about their campsites and outdoor showers.

Grimm moved and Altoft seconded to adjourn at 7:35 pm. Motion carried.

Respectfully submitted
Lori Gerard

07/05/2019

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 06/12/2019 - 07/05/2019

Check Date	Check #	Payee	Description	Account	Amount
06/13/2019	72895	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	94.30
06/13/2019	72900	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	39.84
06/13/2019	72900	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.19
06/13/2019	72900	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	45.02
06/13/2019	72900	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.14
			CHECK GEN 72900 TOTAL FOR FUND 581:		137.19
06/13/2019	72903	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	801.000	425.50
06/13/2019	72914	GREAT LAKES PAVING	CAPITAL OUTLAY	970.000	28,320.00
06/27/2019	72970	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	6,231.05
06/27/2019	73001	MEADOWBROOK INC.	PREPAID EXPENSES	123.000	3,125.00
06/27/2019	73020	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
			Total for fund 581 AIRPORT FUND		\$ 38,383.03

**AIRPORT FUND
FINANCIAL STATEMENT
ENDING 6/30/2019**

BEGINNING CASH JULY 1, 2018	\$ 49,598.73
Tie Down fees	\$ 216.00
Hangar Rent	\$ 42,568.00
Misc Income - Fly-In	\$ -
Fuel Sales	\$ 13,459.66
Transfer from General Fund	\$ -
Interest	\$ 310.45
TOTAL REVENUES TO DATE	\$ 106,152.84
Operating supplies	\$ 24,257.68
Professional services/Audit fees	\$ 425.50
Contractual	\$ 6,050.00
Insurance	\$ 4,356.00
Public Utilities	\$ 7,304.93
Repair and Maintenance	\$ 7,425.20
Misc Expenses - Vergennes Twp taxes	\$ 8,640.53
Rentals	\$ -
Prepaid Insurance	\$ -
Capital Outlay	\$ 31,520.00
General Fund loan payment	\$ -
* Expenses to last fiscal year	\$ 6,596.76
**Prepaid expenses for insurance	\$ -
TOTAL EXPENDITURES TO DATE	\$ 96,576.60
ENDING CASH: for July 1, 2019	\$ 9,576.24

**AIRPORT FUND
FINANCIAL STATEMENT
July 10, 2019**

BEGINNING CASH JULY 1, 2019	\$	9,576.24
Tie Down fees	\$	-
Hangar Rent	\$	410.00
Misc Income - Fly-In	\$	-
Fuel Sales	\$	-
Transfer from General Fund	\$	-
Interest	\$	-
TOTAL REVENUES TO DATE	\$	9,986.24
Operating supplies	\$	-
Professional services/Audit fees	\$	-
Contractual	\$	-
Insurance	\$	-
Public Utilities	\$	-
Repair and Maintenance	\$	-
Misc Expenses - Vergennes Twp taxes	\$	-
Rentals	\$	-
Prepaid Insurance	\$	-
Capital Outlay	\$	-
General Fund loan payment	\$	-
* Expenses to last fiscal year	\$	-
**Prepaid expenses for insurance	\$	-
TOTAL EXPENDITURES TO DATE	\$	-
ENDING CASH:	\$	9,986.24