



LOWELL AIRPORT BOARD

Wednesday June 12, 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 May 8, 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. Tree trimming
 - c. Signage
 - d. Christmas Float to be discussed in Fall 2019
8. NEW BUSINESS
9. BOARDMEMBERS COMMENTS
10. WINDCRAFT AVIATION UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Taxiway paving update
 - b. Mowing and turf update
 - c. Burger night
 - d. Love week
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, MAY 8, 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: Tom Grimm, Jim Myaard, Eric Nelson, Jeff Ostrander, David Pasquale

Absent: Paul Nicholls and Jeff Altoft.

Also Present: Bob Bourgette, Peter Draaisma, Greg Forbes, Mitch Kahn, Greg VanStrien, Roger Brown, Steve Kane, Terry Williamson, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

Grimm moved and Nelson seconded to approve the absences of Nicholls and Altoft. Motion carried.

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Myaard moved and Nelson seconded to approve the minutes of April 10, 2019 as written. Motion carried.

5. FINANCIAL REPORTS

Grimm moved and Myaard seconded to approve the financial reports. Motion carried.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

7. OLD BUSINESS

a. Grant update – Brown noted he still has no word on the grant application.

- b. Tree trimming – this was taken care of at the clean-up day. Brown noted he will call the Fire Department for a burning permit.
- c. Capital Improvement projects – taxiway paving.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

10. WINDCRAFT AVIATION - ALEX TAYLOR

Taylor noted that it has been a busy few weeks. They have established a joint venture with Swift Enterprises. Taylor stated that everything is going well and a flying prototype would most likely be ready by next summer.

Taylor will be graduating from Lowell High School soon and will be hosting a Planes and Pancakes Fly-In breakfast.

11. AIRPORT MANAGER'S REPORT

- a. Spring clean-up – Brown issued a big thank you to all those that came out that day to help. He noted that they could not have gotten all the work done without all they help. Trees and weeds were trimmed and they plan to spray the areas so they don't get that growth again.
- b. Taxiway Paving –Great Lakes Paving will be starting the project in June. Bieri's will do the excavating.
- c. Mowing – The plan is to continue using volunteers to mow. Nelson noted that one of the mowers needs a battery and the other needs blades sharpened. Brown will look into that.
- d. Safety Discussion – Brown mentioned that the airport is seeing an uptick in power paragliders. There have been no issues so far. He just wanted to remind all to use your radios if you have them. Williamson stated that to please let him know if there are any problems.
- e. Summer events – All agreed a burger night will be added to calendar for June 19.

Ostrander thanked Bourgette for rolling the runways. Bourgette asked if the airport could get on the list to get the road graded.

Pasquale moved Myaard seconded to adjourn at 7:33 pm. Motion carried.

Respectfully submitted
Lori Gerard

06/11/2019

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 05/08/2019 - 06/11/2019

Check Date	Check #	Payee	Description	Account	Amount
05/16/2019	72785	BERNARDS ACE HARDWARE	OPERATING SUPPLIES	740.000	\$ 614.22
05/16/2019	72789	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	\$ 67.77
05/16/2019	72789	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	\$ 441.92
			CHECK GEN 72789 TOTAL FOR FUND 581:		\$ 509.69
05/16/2019	72793	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 26.05
05/16/2019	72821	MACALLISTER RENTALS	REPAIR & MAINTENANCE	930.000	\$ 741.00
05/16/2019	72825	NELSON, ERIC	OPERATING SUPPLIES	740.000	\$ 57.14
05/16/2019	72831	SELF SERVE LUMBER	REPAIR & MAINTENANCE	930.000	\$ 103.98
05/16/2019	72831	SELF SERVE LUMBER	REPAIR & MAINTENANCE	930.000	\$ 510.33
			CHECK GEN 72831 TOTAL FOR FUND 581:		\$ 614.31
05/16/2019	72838	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	\$ 163.95
05/24/2019	72849	CALEDONIA FARMERS ELEVATOR CO	OPERATING SUPPLIES	740.000	\$ 2,343.00
05/24/2019	72856	NELSON, ERIC	OPERATING SUPPLIES	740.000	\$ 269.35
05/24/2019	72865	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	\$ 49.99
			Total for fund 581 AIRPORT FUND		\$ 5,388.70

**AIRPORT FUND
FINANCIAL STATEMENT
June 12, 2019**

BEGINNING CASH JULY 1, 2018	\$ 49,598.73
Tie Down fees	\$ 216.00
Hangar Rent	\$ 42,438.00
Misc Income - Fly-In	\$ -
Fuel Sales	\$ 13,459.66
Transfer from General Fund	\$ -
Interest	\$ 310.45
TOTAL REVENUES TO DATE	\$ 106,022.84
Operating supplies	\$ 18,026.63
Professional services/Audit fees	\$ -
Contractual	\$ 6,050.00
Insurance	\$ 1,231.00
Public Utilities	\$ 7,167.74
Repair and Maintenance	\$ 7,330.90
Misc Expenses - Vergennes Twp taxes	\$ 8,590.54
Rentals	\$ -
Prepaid Insurance	\$ -
Capital Outlay	\$ 3,200.00
General Fund loan payment	\$ -
* Expenses to last fiscal year	\$ 6,596.76
**Prepaid expenses for insurance	\$ -
TOTAL EXPENDITURES TO DATE	\$ 58,193.57
ENDING CASH:	\$ 47,829.27