



## LOWELL AIRPORT BOARD

Wednesday September 11, 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 August 14, 2019
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. WINDCRAFT AVIATION UPDATE
11. AIRPORT MANAGER'S REPORT
  - a. Final prep for Fly-In September 14
  - b. Kick off for snow removal
  - c. Airport courtesy car discussion
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD  
WEDNESDAY, AUGUST 14, 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, David Pasquale, Jeff Ostrander, Paul Nicholls, Eric Nelson and Jim Myaard

Absent: Jeff Altoft and Alex Taylor

Also Present: Bob Bourgette, Bruce Whitman, Peter Draaisma, Lori Gerard and Casey Brown

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

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

5. FINANCIAL REPORTS

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Draaisma questioned if the Airport could get a spray nozzle for the hose. Brown will take care of this.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

Nelson commented on the dust on the road. It was noted that this cost between \$400 - \$500 when Kent County sprays. Brown noted that they sprayed the brine on the road last year twice.

10. WINDCRAFT AVIATION - ALEX TAYLOR

Taylor was unavailable for the meeting so Brown gave a brief update. He noted that the finances are opening up for Windcraft. They have partnered with Doctors Without Borders and are starting to staff up.

11. AIRPORT MANAGER'S REPORT

- a. Burger Night – Wednesday August 21 the Airport will host another Burger Night. It was noted that more tables and chairs would be helpful. Brown also remarked that he has received some calls from Airport neighbors about the noise from planes and helicopters.
- b. September Fly-In 9/14/19 – It was noted that the pancake breakfast will be served again on Saturday. Brown stated that Altoft will be heading up the food again. Brown will also contact KCYF about using their tables and chairs. Brown said he will advertise on Social Flight, the MDOT calendar, with the Chamber of Commerce and send a message out to the airports in the State. Brown stated it would be nice to provide transportation to the Fallasburg Festival during this time.
- c. Love Week – Brown stated that the painting has been finished here with the big hangars white and the T-hangars are blue. He questioned if Ostrander would be willing to do rides again.
- d. Mowing – Brown noted that the mowing will need to be completed before the Burger Night next week.

Pasquale moved and Myaard seconded to adjourn at 7:32 pm. Motion carried.

Respectfully submitted  
Lori Gerard

**AIRPORT FUND**  
**FINANCIAL STATEMENT**  
**September 11, 2019**

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<b>BEGINNING CASH JULY 1, 2019</b>	<b>\$</b>	<b>11,893.21</b>
Tie Down fees	\$	-
Hangar Rent	\$	7,720.00
Misc Income - Fly-In	\$	-
Fuel Sales	\$	6,386.76
Transfer from General Fund	\$	-
Interest	\$	-
<b>TOTAL REVENUES TO DATE</b>	<b>\$</b>	<b>25,999.97</b>
Operating supplies	\$	6,685.45
Professional services/Audit fees	\$	-
Contractual	\$	-
Insurance		
Public Utilities	\$	445.15
Repair and Maintenance	\$	1,624.87
Misc Expenses - Vergennes Twp taxes	\$	4,636.81
Rentals	\$	-
Prepaid Insurance	\$	-
Capital Outlay	\$	-
General Fund loan payment	\$	-
* Expenses to last fiscal year	\$	1,376.55
**Prepaid expenses for insurance	\$	-
<b>TOTAL EXPENDITURES TO DATE</b>	<b>\$</b>	<b>14,768.83</b>
<b>ENDING CASH:</b>	<b>\$</b>	<b>11,231.14</b>

09/09/2019

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
CHECK DATE FROM 08/13/2019 - 09/09/2019

Check Date	Check #	Payee	Description	Account	Amount
08/16/2019	73171	BERNARDS ACE HARDWARE	REPAIR & MAINTENANCE	930.000	1,624.87
08/16/2019	73174	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	31.75
08/16/2019	73176	BROWN, CASEY	OPERATING SUPPLIES	740.000	80.04
08/16/2019	73176	BROWN, CASEY	OPERATING SUPPLIES	740.000	118.11
			CHECK GEN 73176 TOTAL FOR FUND 581:		198.15
08/16/2019	73183	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.09
08/16/2019	73183	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	11.13
			CHECK GEN 73183 TOTAL FOR FUND 581:		37.22
08/16/2019	73228	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	150.96
08/29/2019	73235	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	6,405.36
08/29/2019	73274	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
08/29/2019	73275	VERGENNES TOWNSHIP TREASURER	MISCELLANEOUS EXPENSE	955.000	4,461.38
09/05/2019	73288	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	143.36
09/05/2019	73288	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	24.12
09/05/2019	73288	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	38.51
09/05/2019	73288	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.22
			CHECK GEN 73288 TOTAL FOR FUND 581:		232.21
09/05/2019	73300	NELSON, ERIC	OPERATING SUPPLIES	740.000	17.34
			Total for fund 581 AIRPORT FUND		<b>13,209.23</b>