



## LOWELL AIRPORT BOARD

Wednesday October 14, 2020 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 September 9, 2020
5. FINANCIAL REPORT(S)
  - a. Financial Statement
  - b. Check Disbursement
6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
7. OLD BUSINESS
  - a. Information Board
8. NEW BUSINESS
9. BOARDMEMBERS COMMENTS
10. WINDCRAFT AVIATION UPDATE
11. AIRPORT MANAGER'S REPORT
  - a. Fly-In Plans follow up and retrospective
  - b. Building 2 door project update
  - c. Winter prep discussion
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD  
WEDNESDAY, SEPTEMBER 9, 2020 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, Eric Nelson, Paul Nicholls, Jeff Ostrander Jim Myaard and David Pasquale

Absent: None

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

2. APPROVAL OF ABSENCES

None.

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Grimm moved and Myaard seconded to approve the minutes of August 12, 2020 with corrections. Motion carried.

5. FINANCIAL REPORTS

It was noted that the August statement does not include and fuel sales.

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Williamson commented on a recent training program that teaches PPG pilots to deal with events that happen such as chutes that collapse. Myaard asked what is the most common cause for that. Williamson noted it is usually wind.

Williamson also spoke about a program that works with Veterans on the edge, which are amputees in a mental crisis. The Vets are funded a 100% for this including housing cost.

7. OLD BUSINESS

Grimm noted that the Information Board was an item that was to be added under old business.

Williamson noted that he is looking for a better sky vector map and will continue to make more improvements and is looking for feedback. Williamson stated that his intent is to teach the PPG pilots on how winged pilots will react. Draaisma requested if he had standard procedures. Brown stated that the FAA published a guide book with no strict rules only recommendations. Williams stated that PPG's try not to land on the runway but come in straight line and then clear out as soon as possible. Ostrander questioned if we see you how far away should we stay? Williamson noted that upwind is more dangerous for us.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. WIND CRAFT AVIATION - ALEX TAYLOR

None.

Brown noted that he and Nelson saw the prototype fly.

11. AIRPORT MANAGER'S REPORT

- a. Fly-In – Brown stated we are hoping for good weather Saturday. Since the Fallasburg Festival has been canceled there is no way to determine our turn out. He noted that he sent invites to several groups through mail chimp and posted on Social Flight. Brown stated that they will get chairs and table from the fairgrounds. Altoft stated he will need some help cooking. Ostrander mentioned he will get the ice cream machine over here. Brown noted that next year he wants to add a donut machine.
- b. Snow removal – Brown stated he has been speaking with Mike Postema of Scenic Expressions about a multi-year contract and getting more equipment out here.
- c. Building 2 hangar door – Brown stated that some met last Thursday to look at the removal of the building 2 door an assess what materials are needed to hang the new door. We have targeted September 26 to remove it. He noted that some Love Week guys are anxious to help. It was questioned if they were going to add an insert. Brown stated no as they would need to fabricate that and it might be more work than necessary.

Grimm motioned and Myaard seconded to adjourn at 7:28 pm. Motion carried.

Respectfully submitted  
Lori Gerard

10/13/2020

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
CHECK DATE FROM 09/09/2020 - 10/13/2020

Check Date	Check #	Payee	Description	Account	Amount
09/10/2020	74736	ALTOFT, JEFF	OPERATING SUPPLIES	740.000	202.64
09/10/2020	74736	ALTOFT, JEFF	OPERATING SUPPLIES	740.000	177.92
			CHECK GEN 74736 TOTAL FOR FUND 581:		380.56
09/10/2020	74738	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.22
09/10/2020	74751	NELSON, ERIC	OPERATING SUPPLIES	740.000	99.75
09/18/2020	74763	ARROW ENERGY, INC.	GAS SALES	607.002	4,492.39
09/18/2020	74766	CITY OF LOWELL	MISCELLANEOUS EXPENSE	955.000	25.00
09/18/2020	74795	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
10/02/2020	74813	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	56.28
10/02/2020	74815	BROWN, CASEY	OPERATING SUPPLIES	740.000	461.33
10/02/2020	74818	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	36.66
10/02/2020	74818	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.64
10/02/2020	74818	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	135.80
10/02/2020	74818	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	15.82
			CHECK GEN 74818 TOTAL FOR FUND 581:		217.92
10/02/2020	74834	KERKSTRA PORTABLE, INC.	OPERATING SUPPLIES	740.000	125.00
10/02/2020	74851	STATE OF MICHIGAN	MISCELLANEOUS EXPENSE	955.000	25.00
			Total for fund 581 AIRPORT FUND		\$ 5,959.44

**AIRPORT FUND  
FINANCIAL STATEMENT  
October 14, 2020**

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<b>BEGINNING CASH JULY 1, 2020</b>		<b>\$ 30,336.49</b>
Prepaid expenses	581.000.123.000	\$ 3,775.00
Tie Down fees	581.000.607.001	\$ -
Hangar Rent	581.000.667.000	\$ 5,035.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 5,470.82
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ 25.00
<b>TOTAL REVENUES TO DATE</b>		<b>\$ 44,642.31</b>
Operating supplies	581.000.740.000	\$ 4,624.76
Professional services/Audit fees	581.000.801.000	\$ -
Contractual	581.000.802.000	\$ -
Insurance	581.000.910.000	\$ 3,775.00
Public Utilities	581.000.920.000	\$ 657.74
Repair and Maintenance	581.000.930.000	\$ 930.30
Misc Expenses & Vergennes Twp taxes	581.000.955.000	\$ 4,938.85
Rentals		\$ -
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ -
General Fund loan payment		\$ -
* Expenses to last fiscal year		\$ 186.88
**Prepaid expenses for insurance		\$ -
<b>TOTAL EXPENDITURES TO DATE</b>		<b>\$ 15,113.53</b>
<b>ENDING CASH:</b>		<b>\$ 29,528.78</b>