



LOWELL AIRPORT BOARD

Tuesday July 7, 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 June 10, 2020
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. Thank you to Bob, Eric and Paul for mowing and door track maintenance.
 - b. Fuel update
 - c. Love Week July 13-17 -They will be working on small projects such as: painting picnic tables & benches, cleaning runway cones, mulch and planter at main entrance.
 - d. Burger Night - July 29
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, JUNE 10, 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 and David Pasquale

Absent: Jim Myaard

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

2. APPROVAL OF ABSENCES

Nelson moved and Altoft seconded to approve the absence of Myaard. 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 Nicholls seconded to approve the minutes of March 11, 2020 as presented. Motion carried.

5. FINANCIAL REPORTS

It was noted that \$37,034.76 is our balance. Grimm moved and Pasquale seconded to approve the financial reports as presented. Motion carried.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Bourgette stated that they are still fixing doors and had sharpened the blades on the mower. Whitman noted his door still needed some work. Forbes questioned if there was any movement on paving the last taxiway. Brown stated that will wait and look at that next year as the cost will be about \$9000.

7. OLD BUSINESS

None.

8. NEW BUSINESS

Nelson commented that he wants to put a trailer at the airport with a power parachute in it and wondered what the cost would be. Forbes questioned if others are paying monthly tie down fees as he didn't think Nelson should pay as he gives so much of his free time to the airport. Ostrander noted that Bourgette is paying rent and that we might want to consider a stipend for him.

9. BOARDMEMBERS COMMENTS.

None.

10. WIND CRAFT AVIATION - ALEX TAYLOR

Taylor stated that the last four months have been fun!! He noted they are on track for flight test this fall. They currently have 6 patents filed. Taylor stated he has been very busy with paperwork. He commented that they are signed up to fly a model in the air show at Oshkosh 20-21.

11. AIRPORT MANAGER'S REPORT

- a. Welcome back!!!
- b. Turf maintenance season is underway. Lots of seeding, fertilizing and mowing has been done since we last met. Brown stated that he needs to talk to Jack Smit about bailing the outer area.
- c. Hangar door repairs - The rollers and track have been replaced on hangar D-4 thanks to Bourgette and Nicholls.
- d. Powered Paraglider (PPG) area – Brown stated that he and Williamson have spent time getting the area ready for the PPG club. Williamson noted that the information board will present images of traffic pattern as well as bullet points on parking, set up and loading zones. He commented that he is looking to the board for ideas as well as concerns.
- e. Summer activities – Brown stated that Love Week will be July 13 – 17. Due to COVID19 they will be bringing smaller groups to work on projects. Dates of July 29 and August 26 were confirmed for Burger Nights at the Airport. Brown noted he will put the word out to pilot groups. More discussion about this at the next meeting. Pasquale noted that no final decision has been made yet about Fallasburg Festival in September.

Grimm moved and Altoft seconded to adjourn at 7:54 pm. Motion carried.

Respectfully submitted
Lori Gerard

07/06/2020

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 06/05/2020 - 07/06/2020

Check Date	Check #	Payee	Description	Account	Amount
06/12/2020	74347	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	31.48
06/12/2020	74347	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	30.77
06/12/2020	74347	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	44.43
			CHECK GEN 74347 TOTAL FOR FUND 581:		106.68
06/12/2020	74349	CALEDONIA FARMERS ELEVATOR CO	OPERATING SUPPLIES	740.000	3,153.88
06/12/2020	74353	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.46
06/12/2020	74380	NELSON, ERIC	OPERATING SUPPLIES	740.000	159.90
06/12/2020	74396	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	802.92
06/26/2020	74414	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	113.90
06/26/2020	74417	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	26.05
06/26/2020	74417	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	42.21
06/26/2020	74417	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	158.45
06/26/2020	74417	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	20.72
			CHECK GEN 74417 TOTAL FOR FUND 581:		247.43
06/26/2020	74434	MEADOWBROOK INC.	PREPAID EXPENSES	123.000	3,775.00
06/26/2020	74443	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
06/29/2020	74445	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	3,634.29
			Total for fund 581 AIRPORT FUND		12,070.45

**AIRPORT FUND
FINANCIAL STATEMENT
July 7-2020**

BEGINNING CASH JULY 1, 2020	\$ 26,934.31
Tie Down fees	\$ -
Hangar Rent	\$ 110.00
Misc Income - Fly-In	\$ -
Fuel Sales	\$ -
Transfer from General Fund	\$ -
Interest	\$ -
Miscellaneous	\$ -
TOTAL REVENUES TO DATE	\$ 27,044.31
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:	\$ 27,044.31
7/6/2020	