



LOWELL AIRPORT BOARD

WEDNESDAY APRIL 14, 2021 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 March 10, 2021
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. Clean-up Day – April 17
 1. Runway Lights
 2. Annex Cleaning
 3. Tables and Benches
 4. Dumpster
 5. Scrap Metal Bin
 - b. Runway Turf Update
 1. Aerating - completed
 2. Seeding and fertilizer - completed
 3. Rolling to be completed this week

c. Runway 30 & 15 Approach Trees

1. MDOT discussion
2. Vergennes Township Zoning
3. Next steps

12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, MARCH 10, 2021 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: Jim Myaard, Tom Grimm, Eric Nelson, Paul Nicholls, Jeff Ostrander and David Pasquale

Absent: Jeff Altoft, Alex Taylor

Also Present: Peter Draaisma, Bob Bourgette, Greg Van Strien, Terry Williamson, Steve Kane, Bruce Whitman, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Nelson moved and Grimm seconded to approve the minutes of November 11, 2020 as presented. Motion carried.

5. FINANCIAL REPORTS

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

7. OLD BUSINESS

None.

8. NEW BUSINESS

Grimm moved and Pasquale seconded to approved the 2021 meeting dates as presented with correction to March 10. Motion carried.

9. BOARDMEMBERS COMMENTS.

Ostrander commented that he observed one airplane recently that circled and then landed without lights. It was mentioned that you need 7 clicks to turn on the lights. Brown stated that this issue comes up at least twice a year. The antenna was replaced a couple of years ago. Nelson was concerned that if you came for fuel and couldn't get the lights on that it could present a bad situation. Draaisma stated he had the same issue last summer with the lights. Grimm suggest that it might be a wise investment to check into a new system. Brown noted that the airport is busier than ever so we should definitely look at this.

Nelson stated the we are supposed to put down chemicals for the cattails in May but if the runway dries out we may want to do that in April. Bourgette questioned if the airport will be rolled after it is seeded.

10. WIND CRAFT AVIATION - ALEX TAYLOR

None.

11. AIRPORT MANAGER'S REPORT

- a. Spring cleanup Day – Brown noted that April 17 is the date set for this. The plan is to clean and organize the Annex, paint, fix a couple light fixtures and swap out some LED bulbs. Brown stated he will get a dumpster and scrap metal bin. Williamson questioned if we need to brush hog where we cut before? Bourgette noted that on 624 where it meets the taxiway there is a hump that needs some fill dirt before it can be rolled. He also commented that the PPG group has marked off a section there that will be rolled. Williams stated that it will be nice to set up off the runway.
- b. MDOT Airport Survey – Brown stated that MDOT had a survey of the property in January and was reporting some of the findings. There is a single tree on Runway 30 and a whole bank of trees on Runway 15 that are in the airspace. Brown stated he will contact Tim Wittenbach about the zoning. Pasquale commented that this is matter of safety. Nicholls stated that we own the air rights. It was noted that we need language from MDOT stating that these trees are creating a hazard or safety issue.
- c. Brown commented that we were under \$3000 for snow removal this year.
- d. Brown stated he will walk the runway with John Allen of Great Lakes Paving and will come up with a 5-year plan for the runway maintenance. This way the board can budget annually for these items. It was noted that the runway was paved in the 90's.

Nelson motioned to adjourn at 7:52 pm. Motion carried.

Respectfully submitted
Lori Gerard

04/13/2021

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 03/10/2021 - 04/13/2021

Check Date	Check #	Payee	Description	Account	Amount
03/26/2021	75481	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	4,832.58
03/26/2021	75508	NICHOLLS, PAUL	REPAIR & MAINTENANCE	930.000	75.64
03/26/2021	75510	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
03/26/2021	75517	SCENIC EXPRESSIONS LLC	CONTRACTUAL	802.000	2,340.00
03/26/2021	75526	WILLIAMSON, TERRY	OPERATING SUPPLIES	740.000	146.34
04/01/2021	75534	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	298.78
04/01/2021	75534	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	216.20
04/01/2021	75534	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.45
04/01/2021	75534	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	37.05
			CHECK GEN 75534 TOTAL FOR FUND 581:		581.48
			Total for fund 581 AIRPORT FUND		8,026.03

**AIRPORT FUND
FINANCIAL STATEMENT
April 12, 2021**

BEGINNING CASH JULY 1, 2020		\$ 30,336.49
Prepaid expenses	581.000.123.000	\$ 3,775.00
Tie Down fees	581.000.607.001	\$ 376.00
Hangar Rent	581.000.667.000	\$ 41,575.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 18,172.31
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ 25.00
TOTAL REVENUES TO DATE		\$ 94,259.80
Operating supplies	581.000.740.000	\$ 25,637.65
Professional services/Audit fees	581.000.801.000	\$ -
Contractual	581.000.802.000	\$ 4,680.00
Insurance	581.000.910.000	\$ 5,037.00
Public Utilities	581.000.920.000	\$ 4,359.88
Repair and Maintenance	581.000.930.000	\$ 4,358.58
Misc Expenses & Vergennes Twp taxes	581.000.955.000	\$ 8,175.96
Rentals		\$ -
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ 16,808.82
General Fund loan payment		\$ -
* Expenses to last fiscal year		\$ 186.88
**Prepaid expenses for insurance		\$ -
TOTAL EXPENDITURES TO DATE		\$ 69,244.77

ENDING CASH: \$ 25,015.03