



LOWELL AIRPORT BOARD

WEDNESDAY MAY 12, 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 April 14, 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. ORB AEROSPACE UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Fuel update
 1. AV Gas
 2. Recreational fuel
 - b. Runway Turf Update
 1. Mowing
 2. Spraying
 - c. Paved Runway
 1. Crack sealing
 2. 5-year maintenance and repair plan

- d. Gravel Drive
 - 1. Lowell DPW call for dust control
- e. Runway approach trees
 - 1. Vergennes Township update

12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, APRIL 14, 2021 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:02 p.m. by Tom Grimm. Lori Gerard called roll.

Present: Jim Myaard, Tom Grimm, Eric Nelson, Paul Nicholls, Jeff Ostrander, Jeff Altoft and

Absent: David Pasquale

Also Present: Bob Bourgette, Terry Williamson, Bruce Whitman, Alex Taylor, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

Grimm moved and Nelson seconded to approve the absence of Pasquale. 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

Grimm moved and Myaard seconded to approve the minutes of March 10, 2021 with corrections. Motion carried.

5. FINANCIAL REPORTS

Brown noted that we have spent about \$5500 in snow plowing this winter.

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Williamson stated that the rec fuel tank will be done next week.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. WIND CRAFT AVIATION - ALEX TAYLOR

Taylor stated that they have been very busy. Wind Craft has changed its name to ORB Aerospace. New signage is now out front by the road. They have two federal research contracts with the Air Force, are raising capital, talking with investors, have hired more staff and are planning to invest in infrastructure. Taylor noted that they plan to have a prototype in the next 12-18 months. Taylor mentioned that they are partnering with World Championship Air Race and will have a demo at the race in 2022.

11. AIRPORT MANAGER'S REPORT

- a. Clean-up Day – Brown noted that this Saturday April 17 would be the annual clean-up day. He noted that projects included: dumpster for trash, wood chipping, runway lights, annex cleaning, organize tools, setting up tables and benches and mulch for walkway.
- b. Runway Turf update – It was noted that mowing season has begun.
- c. Runway tree approach – Brown stated that there is 1 tree on 30 in the state game area and several on 15 that need to be cut down. Brown noted he will work with Mike Burns on getting a letter to let us take trees that in our airspace.

Grimm motioned to adjourn at 7:50 pm. Motion carried.

Respectfully submitted
Lori Gerard

Airport

05/10/2021

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 04/14/2021 - 05/10/2021

| Check Date | Check # | Payee | Description | Account | Amount |
|------------|---------|----------------------------|-------------------------------------|---------|----------|
| 04/15/2021 | 75562 | BERNARDS ACE HARDWARE | REPAIR & MAINTENANCE | 930.000 | 589.95 |
| 04/15/2021 | 75564 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 29.70 |
| 04/15/2021 | 75589 | SELF SERVE LUMBER | REPAIR & MAINTENANCE | 930.000 | 193.81 |
| 04/15/2021 | 75593 | TRACTOR SUPPLY CREDIT PLAN | REPAIR & MAINTENANCE | 930.000 | 191.94 |
| 04/15/2021 | 75597 | WILLIAMSON, TERRY | OPERATING SUPPLIES | 740.000 | 82.24 |
| 04/30/2021 | 75613 | BOURGETTE, BOB | OPERATING SUPPLIES | 740.000 | 74.86 |
| 04/30/2021 | 75613 | BOURGETTE, BOB | REPAIR & MAINTENANCE | 930.000 | 711.00 |
| | | | CHECK GEN 75613 TOTAL FOR FUND 581: | | 785.86 |
| 04/30/2021 | 75615 | BROWN, CASEY | REPAIR & MAINTENANCE | 930.000 | 61.96 |
| 04/30/2021 | 75619 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 43.28 |
| 04/30/2021 | 75619 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 29.70 |
| 04/30/2021 | 75619 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 96.18 |
| 04/30/2021 | 75619 | CONSUMERS ENERGY | PUBLIC UTILITIES | 920.000 | 203.46 |
| | | | CHECK GEN 75619 TOTAL FOR FUND 581: | | 372.62 |
| 04/30/2021 | 75636 | POINT BROADBAND | MISCELLANEOUS EXPENSE | 955.000 | 49.99 |
| | | | Total for fund 581 AIRPORT FUND | | 2,358.07 |

**AIRPORT FUND
FINANCIAL STATEMENT
May 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 | \$ 50,437.00 |
| Rent building #3 | 581.000.668.000 | \$ - |
| Misc Income - Fly-In | | \$ - |
| Fuel Sales | 581.000.607.002 | \$ 20,366.51 |
| Transfer from General Fund | | \$ - |
| Interest | 581.000.665.000 | \$ - |
| Miscellaneous | 581.000.677.000 | \$ 25.00 |
| TOTAL REVENUES TO DATE | | \$ 105,316.00 |
| | | |
| Operating supplies | 581.000.740.000 | \$ 25,794.75 |
| 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 | \$ 4,762.20 |
| Repair and Maintenance | 581.000.930.000 | \$ 6,107.24 |
| Misc Expenses & Vergennes Twp taxes | 581.000.955.000 | \$ 8,359.88 |
| 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 | | \$ 71,736.77 |
| | | |
| ENDING CASH: | | \$ 33,579.23 |