



LOWELL AIRPORT BOARD

WEDNESDAY JUNE 9, 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 May 12, 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. June Burger night date
 - b. Turf
 1. New mower works well
 2. Zero turn ins struggling to keep hydraulic drive belt in place. May require service from qualified mechanic
 3. Runway and taxiway weeds have been killed
 4. Spraying around the cones and hangars is complete
 - c. Hard Surface
 1. Update on Airport walk through
 - d. Trees
 1. Update from Vergennes Township
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, MAY 12, 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 Altoft

Absent: David Pasquale and Jeff Ostrander

Also Present: Bob Bourgette, Bruce Whitman, Steve Kane, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

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

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

Nelson moved and Myaard seconded to approve the minutes of April 14, 2021 as written. 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

Kane stated that the area between hangars C & D needs some cleaning up. Brown stated he will talk to Alex Taylor about that.

It was also mentioned that there is a fire pit that is occasionally used. There was much discussion regarding the safety and insurance issues of this on city property.

Grimm moved and Nelson seconded to eliminate open fires on Airport property. Motion carried.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

Nelson thanked Kane for helping with the mowing.

10. WIND CRAFT AVIATION - ALEX TAYLOR

None.

11. AIRPORT MANAGER'S REPORT

- a. Fuel update – Brown noted AV gas is currently \$4.60 per gallon. He also stated that Crystal Flash will be providing the Rec Fuel for the airport at. We have 350-gallon capacity. Tank is now ready and he and Williamson rebuilt the pump. Brown stated that he will add an item to the Ipad for this. The tank will also fit between the two fuel pumps.
- b. Runway Turf update – Brown stated all three mowers are running. He and Nelson will be spraying the runways and cracks for weeds.
- c. Paved runway – Brown commented that he has spoken with John at Great Lakes Paving and they are looking at a 5-year plan. He noted that the best plan is to mill up and put back down but that comes with a high cost. It was noted that we don't abuse the runway like autos do, but weather is a factor. Brown stated that he will be talking with Mike Burns about the possibility of applying for some of the local grants.
- d. Gravel drive – Brown stated that he has left a message with DPW Director Dan Czarnecki about getting the road sprayed for dust control.
- e. Runway approach trees – Brown advised that he has spoken with Vergennes Township Zoning Administrator Ryan Carrigon about the document submitted by MDOT in 2014. Vergennes hasn't adopted it into their zoning yet. There is currently one critical tree in the State Game Area. Brown stated that we are making some progress.

Grimm motioned and Altoft seconded to adjourn at 7:48 pm. Motion carried.

Respectfully submitted
Lori Gerard

AIRPORT MEETING
JUNE 9, 2021

06/08/2021 CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 05/11/2021 - 06/08/2021

Check Date	Check #	Payee	Description	Account	Amount
05/14/2021	75664	BROWN, CASEY	OPERATING SUPPLIES	740.000	311.00
05/14/2021	75665	CALEDONIA FARMERS ELEVATOR CO	OPERATING SUPPLIES	740.000	3,258.27
05/14/2021	75667	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	31.58
05/14/2021	75694	NELSON, ERIC	OPERATING SUPPLIES	740.000	27.80
05/14/2021	75701	SELF SERVE LUMBER	OPERATING SUPPLIES	740.000	127.54
05/14/2021	75705	TRACTOR SUPPLY CREDIT PLAN	CAPITAL OUTLAY	970.000	1,964.63
05/28/2021	75721	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.56
05/28/2021	75721	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	43.91
05/28/2021	75721	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	178.55
05/28/2021	75721	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	58.77
			CHECK GEN 75721 TOTAL FOR FUND 581:		310.79
05/28/2021	75736	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
06/04/2021	75746	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	5,766.18
			Total for fund 581 AIRPORT FUND		11,847.78

**AIRPORT FUND
FINANCIAL STATEMENT
June 9, 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	\$ 52,027.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 22,090.82
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ 25.00
TOTAL REVENUES TO DATE		\$ 108,630.31
Operating supplies	581.000.740.000	\$ 35,285.54
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	\$ 5,104.57
Repair and Maintenance	581.000.930.000	\$ 6,107.24
Misc Expenses & Vergennes Twp taxes	581.000.955.000	\$ 8,409.87
Rentals		\$ -
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ 18,773.45
General Fund loan payment		\$ -
* Expenses to last fiscal year		\$ 186.88
**Prepaid expenses for insurance		\$ -
TOTAL EXPENDITURES TO DATE		\$ 83,584.55

ENDING CASH: \$ 25,045.76