



LOWELL AIRPORT BOARD

WEDNESDAY NOVEMBER 10, 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 October 13, 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. Snow removal update
 - b. New member at the airport
 - c. Hangar discussion
 - d. Runway update
 - e. ORB long term lease
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD
WEDNESDAY, OCTOBER 13, 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: Tom Grimm, Paul Nicholls, Jim Myaard and David Pasquale

Absent: Jeff Altoft, Jeff Ostrander and Eric Nelson

Also Present: Bob Bourgette, Peter Draaisma, Bruce Whitman, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

Grimm moved and Nicholls 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 September 8, 2021 as written. Motion carried.

5. FINANCIAL REPORTS

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

Brown stated that we will need to order more AV fuel soon. Nicholls noted that it is hard to keep the MO Gas in the tank also.

Brown also notified the board that an invoice for the well repair work on the east side will be coming.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Bourgette commented that he will be mowing one more time next week then winterizing the mowers after that.

Brown questioned if a gas golf cart could be found to use at the airport. Grimm recommended contacting US Golf Carts.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. ORB AEROSPACE - ALEX TAYLOR

Taylor was not available for the meeting. Brown stated that he has been working with Taylor and City Manager Mike Burns on writing a 5-year lease for ORB.

11. AIRPORT MANAGER'S REPORT

- a. Fly-In – Brown stated that all went well at Fly-In. Food and weather was very good and we were staffed well. Brown believed we served just over 150 people. Total count for aircraft was about 28. It was noted that the best year we had was with 35 aircraft.
- b. Cold weather prep – Brown commented that the only cold weather prep needed is blowing out the water lines and storing the park benches and picnic tables for the winter.
- c. snow removal – Brown noted that he is working with Scenic Expressions and will be meeting next week to work out a 3-year contract for the snow plowing. Quote will be for 10-11 pushed and then we will be billed per push after that. A snow blower will be used around the hangars and taxiways.

Brown stated that Terry Williamson commented that Park Township in Holland has a large fuel tank system that might be available. It was a general consensus that we should investigate this to see if it might be worth pursuing.

Respectfully submitted
Lori Gerard

11/08/2021

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 10/13/2021 - 11/08/2021

Check Date	Check #	Payee	Description	Account	Amount
10/14/2021	76285	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	39.48
10/14/2021	76287	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	32.16
10/14/2021	76330	STATE OF MICHIGAN - MDOT	MISCELLANEOUS EXPENSE	955.000	** VOIDED **
10/14/2021	76334	VISA	MISCELLANEOUS EXPENSE	955.000	625.40
10/14/2021	76340	STATE OF MI/DEPT OF TRANS.	MISCELLANEOUS EXPENSE	955.000	25.00
10/19/2021	76343	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
10/29/2021	76356	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	139.47
10/29/2021	76356	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	34.86
10/29/2021	76356	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.24
10/29/2021	76356	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	28.45
			CHECK GEN 76356 TOTAL FOR FUND 581:		232.02
10/29/2021	76358	CRYSTAL FLASH	OPERATING SUPPLIES	740.000	771.79
10/29/2021	76391	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	6,466.54
			Total for fund 581 AIRPORT FUND		\$ 8,242.38

**AIRPORT FUND
FINANCIAL STATEMENT
November 8, 2021**

BEGINNING CASH JULY 1, 2021		\$ 27,463.27
Prepaid expenses	581.000.123.000	\$ -
Tie Down fees	581.000.607.001	\$ -
Hangar Rent	581.000.667.000	\$ 11,550.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 12,022.59
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ -
TOTAL REVENUES TO DATE		\$ 51,035.86
Operating supplies	581.000.740.000	\$ 20,509.38
Professional services/Audit fees	581.000.801.000	\$ -
Contractual	581.000.802.000	\$ 300.00
Insurance	581.000.910.000	\$ 3,775.00
Public Utilities	581.000.920.000	\$ 833.74
Repair and Maintenance	581.000.930.000	\$ 408.29
Misc Expenses	581.000.955.000	\$ -
Vergennes Twp Taxes	581.000.955.000	\$ 5,697.55
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ -
General Fund loan payment		
* Expenses to last fiscal year		\$ 2,991.20
**Prepaid expenses for insurance		\$ -
TOTAL EXPENDITURES TO DATE		\$ 34,515.16

ENDING CASH: **\$ 16,520.70**