



## LOWELL AIRPORT BOARD

WEDNESDAY AUGUST 11, 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 June 9, 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
  - b. MDOT tree update
  - c. Fall Fly-In discussion
  - d. August burger night?
12. ADJOURNMENT

## MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, JUNE 9, 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, Paul Nicholls, David Pasquale

Absent: Jeff Ostrander, Eric Nelson and Jeff Altoft

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

### 2. APPROVAL OF ABSENCES

Grimm moved and Myaard seconded to approve the absence of Nelson, Altoft and Ostrander. 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 Myaard seconded to approve the minutes of May 12, 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

Bourgette commented that there were some billing issues with renting the roller from MacAllister but he got them all straightened out. He paid for the roller and MacAllister also billed the city.

### 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

08/06/2021

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
CHECK DATE FROM 06/09/2021 - 08/06/2021

Check Date	Check #	Payee	Description	Account	Amount
06/14/2021	75795	BROWN, CASEY	OPERATING SUPPLIES	740.000	275.00
06/14/2021	75795	BROWN, CASEY	OPERATING SUPPLIES	740.000	784.14
			CHECK GEN 75795 TOTAL FOR FUND 581:		1,059.14
06/14/2021	75797	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	31.91
06/14/2021	75798	CRYSTAL FLASH	OPERATING SUPPLIES	740.000	838.27
06/14/2021	75818	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	161.96
06/14/2021	75818	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	149.98
			CHECK GEN 75818 TOTAL FOR FUND 581:		311.94
06/18/2021	75844	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
06/29/2021	75861	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	25.49
06/29/2021	75861	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	154.08
06/29/2021	75861	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	45.22
06/29/2021	75861	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.28
			CHECK GEN 75861 TOTAL FOR FUND 581:		254.07
07/01/2021	75911	MEADOWBROOK INC.	INSURANCE	910.000	3,775.00
07/15/2021	75928	BROWN, CASEY	OPERATING SUPPLIES	740.000	460.00
07/15/2021	75931	COMFORT INSULATION	CONTRACTUAL	802.000	2,100.00
07/15/2021	75932	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	32.45
07/15/2021	75969	VERGENNES TOWNSHIP TREASURE	MISCELLANEOUS EXPENSE	955.000	4,487.59
07/29/2021	75981	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	5,792.13
07/29/2021	75984	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	43.33
07/29/2021	75984	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	39.05
			CHECK GEN 75984 TOTAL FOR FUND 581:		82.38
07/29/2021	75985	BROWN, CASEY	OPERATING SUPPLIES	740.000	350.00
07/29/2021	75985	BROWN, CASEY	OPERATING SUPPLIES	740.000	140.00
			CHECK GEN 75985 TOTAL FOR FUND 581:		490.00

07/29/2021	75987	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	22.03
07/29/2021	75987	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	160.18
07/29/2021	75987	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.42
07/29/2021	75987	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	36.24
			CHECK GEN 75987 TOTAL FOR FUND 581:		247.87
07/29/2021	76012	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	49.99
			Total for fund 581 AIRPORT FUND		20,062.73

**AIRPORT FUND**  
**FINANCIAL STATEMENT**  
**August 1, 2021**

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<b>BEGINNING CASH JULY 1, 2021</b>		<b>\$ 27,462.30</b>
Prepaid expenses	581.000.123.000	\$ -
Tie Down fees	581.000.607.001	\$ -
Hangar Rent	581.000.667.000	\$ 1,690.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 15,162.19
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ -
<b>TOTAL REVENUES TO DATE</b>		<b>\$ 44,314.49</b>
Operating supplies	581.000.740.000	\$ 6,181.18
Professional services/Audit fees	581.000.801.000	\$ -
Contractual	581.000.802.000	\$ -
Insurance	581.000.910.000	\$ 3,775.00
Public Utilities	581.000.920.000	\$ 32.45
Repair and Maintenance	581.000.930.000	\$ -
Misc Expenses	581.000.955.000	\$ 49.99
Vergennes Twp Taxes	581.000.955.000	\$ 4,487.59
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ -
General Fund loan payment		\$ -
* Expenses to last fiscal year		\$ 2,711.20
**Prepaid expenses for insurance		\$ -
<b>TOTAL EXPENDITURES TO DATE</b>		<b>\$ 17,237.41</b>

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**ENDING CASH:** **\$ 27,077.08**