



LOWELL AIRPORT BOARD

WEDNESDAY APRIL 13, 2022 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 9, 2022
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. Clean up day discussion
 - b. Discussion to purchase a new zero turn mower
 - c. Runway top coat funding discussion
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD
WEDNESDAY, FEBRUARY 9, 2022 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: Jeff Altoft, Tom Grimm, Jim Myaard, Paul Nicholls and David Pasquale

Absent: Eric Nelson (arrived at 7:15 pm) and Jeff Ostrander

Also Present: Bob Bourgette, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

Pasquale 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 February 9, 2022 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

None.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. ORB AEROSPACE - ALEX TAYLOR

Taylor was unable to attend as he was in Hawaii for meetings. Brown stated that there would be an ORB open house on March 25, 2022 in their building.

11. AIRPORT MANAGER'S REPORT

- a. Spring preparations – Brown noted that the items that are on the list this year for airport cleanup include; tear down annex ceiling, general cleaning, install lights and globes as needed and new windsock. Brown also stated that we would need to seed some areas and spray for weeds.

Altoft questioned if there was a plan for the road. He wondered if we could put down crushed millings. Brown commented that he would talk with John at Great Lakes. Altoft said that we should also talk to Timpson Transport.

- b. Runway fertilizing, rolling and mower prep – Brown commented that this would all start mid-April. Bourgette will work with McAllister to rent a roller and contact Lori at the city for the required insurance certificate. Brown and Nelson will pick up fertilizer after the ground has been rolled and aerated.
- c. April cleanup day - Brown stated that the spring cleanup day is set for April 16, 2022 at 9:00 am.
- d. Project request – Brown stated that Michael Carnarvon from MDOT Aero contacted him regarding a recent inspection. A letter will be sent by MDOT to several property owners in Vergennes Township that have tree encroachments in the airspace. Brown noted that he gave a heads up to City Manager Mike Burns. Pasquale stated that there were agreements made several years ago regarding airspace with adjacent property owners and the airport.

Altoft moved to adjourn at 7:45 pm.

Respectfully submitted
Lori Gerard

AIRPORT FUND
FINANCIAL STATEMENT
April 11, 2022

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	\$ 50,306.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 21,189.11
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ -
TOTAL REVENUES TO DATE		\$ 98,958.38
Operating supplies	581.000.740.000	\$ 27,103.82
Professional services/Audit fees	581.000.801.000	\$ -
Contractual	581.000.802.000	\$ 6,500.00
Insurance	581.000.910.000	\$ 5,348.00
Public Utilities	581.000.920.000	\$ 5,191.39
Repair and Maintenance	581.000.930.000	\$ 1,460.71
Misc Expenses	581.000.955.000	\$ 5,035.32
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		\$ 2,991.20
**Prepaid expenses for insurance		\$ -
TOTAL EXPENDITURES TO DATE		\$ 58,118.03
ENDING CASH:		\$ 40,840.35

Airport Meeting
4/3/2022

04/11/2022 CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 03/09/2022 - 04/11/2022

Check Date	Check #	Payee	Description	Account	Amount
03/18/2022	76905	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000 \$	21.65
03/18/2022	76921	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000 \$	51.60
03/31/2022	76945	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000 \$	6,251.18
03/31/2022	76952	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000 \$	175.76
03/31/2022	76952	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000 \$	29.64
03/31/2022	76952	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000 \$	292.65
03/31/2022	76952	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000 \$	455.38
			CHECK GEN 76952 TOTAL FOR FUND 581:	\$	953.43
03/31/2022	76953	DICKINSON WRIGHT PLLC	MISCELLANEOUS EXPENSE	955.000 \$	388.50
			Total for fund 581 AIRPORT FUND	\$	7,666.36