



LOWELL AIRPORT BOARD

WEDNESDAY MAY 11, 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 April 13, 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. Mowing update
 - b. MDOT loan discussion
 - c. Summer burger nights
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, APRIL 13, 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, Eric Nelson, Tom Grimm, Jim Myaard, Paul Nicholls and David Pasquale

Absent: Jeff Ostrander (arrived at 7:10 pm)

Also Present: Bob Bourgette, Terry Williamson, Greg VanStrien, Bruce Whitman, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

Nelson moved and Grimm 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 9, 2022 with corrections. Motion carried.

5. FINANCIAL REPORTS

It was questioned what the payments to Dickinson Wright were for. Brown stated they were for finalizing the lease with ORB.

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Bourgette noted that he would be rolling the airport on Friday. Whitman questioned about the grading on the road. Brown stated that the DPW brought in gravel today to help with that.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. ORB AEROSPACE - ALEX TAYLOR

None.

11. AIRPORT MANAGER'S REPORT

- a. Clean-up day discussion – Brown stated that this Saturday (April 16) would be the annual clean-up day. Projects include; ceiling in the annex, new lenses, new windsock, replace LED bulbs and flood light. Ostrander commented that he would take care of the mulch. Grimm questioned if we were still in need of a garage door. He would make a call about that.
- b. Discussion to purchase a new zero turn mower – Brown stated he spoke with Jason at Riverside Power Sports about a Gravely residential 60” top of the line mower for about \$6000. Williamson questioned if they were in stock or had to wait. Brown stated they were in stock. Brown stated that we needed reliable mower for when volunteer show up to up to help mow. Too much time is being spent on getting the mowers working. Pasquale noted that the board would need to vote and then make a recommendation to the city council for approval. The next council meeting would be on Monday evening.

Pasquale moved and Nelson seconded to approve the purchase of a Gravely mower for the airport. Motion carried.

- c. Runway topcoat funding discussion – Brown stated he has had communications with Kent County Road Commission regarding chip sealing and fogging to blow out cracks and seal stones. Williamson questioned the life expectancy of this – 5 years. Brown stated that we do not currently have the funds for this. Nelson asked if the city could loan us the money. Pasquale stated that we borrowed from the State several years ago when building hangars. Brown stated that we could pay this off in a year. We need to set funds aside each year to pay for a larger repair.

Brown commented that Michael from MDOT told him a property owner who received a letter about his non-compliant trees contacted him. Trees are infringing on the airport's airspace. It was noted the airport has been here since the 1920's.

Grimm moved and Myaard seconded to adjourn at 7:57 pm.

Respectfully submitted
Lori Gerard

05/10/2022

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 04/12/2022 - 05/09/2022

Check Date	Check #	Payee	Description	Account	Amount
04/14/2022	76987	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	21.65
04/14/2022	77016	NICHOLLS, PAUL	OPERATING SUPPLIES	740.000	109.63
04/22/2022	77040	BROWN, CASEY	OPERATING SUPPLIES	740.000	360.00
04/22/2022	77047	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	51.60
04/29/2022	77055	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	396.08
04/29/2022	77055	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	266.20
04/29/2022	77055	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.51
04/29/2022	77055	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	76.56
			CHECK GEN 77055 TOTAL FOR FUND 581:		768.35
04/29/2022	77076	RIVERSIDE MOTORSPORTS	CAPITAL IMPROVEMENTS	970.000	5,413.28
			Total for fund 581 AIRPORT FUND		6,724.51

AIRPORT FUND
FINANCIAL STATEMENT
May 9, 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	\$ 52,436.00
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		\$ 101,088.38
Operating supplies	581.000.740.000	\$ 27,573.45
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	\$ 5,981.39
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	\$ 4,539.19
Prepaid Insurance	581.000.123.000	\$ -
Capital Outlay	581.000.970.000	\$ 5,413.28
General Fund loan payment		\$ -
* Expenses to last fiscal year		\$ 2,991.20
**Prepaid expenses for insurance		\$ -
TOTAL EXPENDITURES TO DATE		\$ 64,842.54
ENDING CASH:		\$ 36,245.84