



## LOWELL AIRPORT BOARD

WEDNESDAY JUNE 8, 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 May 11, 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 map update – looking for volunteers
  - b. Fuel price update
  - c. MDOT Loan update
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, MAY 11, 2022 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:00 pm by Tom Grimm. Lori Gerard called roll.

Present: Eric Nelson, Tom Grimm, Jim Myaard, Paul Nicholls and David Pasquale

Absent: Jeff Altoft and Jeff Ostrander

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

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

Nelson 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 13, 2022 with corrections. Motion carried.

5. FINANCIAL REPORTS

Grimm moved and Pasquale 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.

Nicholls questioned if there were guidelines for using the maintenance hangar, as it is difficult getting in to use. Brown stated that a week seemed an adequate period for using.

10. ORB AEROSPACE - ALEX TAYLOR

Taylor stated that the lease between ORB and the Airport has been finished and they are committed for 10 years. He also mentioned that they have hired five new people in the last 2 weeks as well as nine interns coming on Monday. Taylor noted that they are building the first full scale model this winter.

11. AIRPORT MANAGER'S REPORT

- a. Mowing update – Brown stated that the Gravely mower has been purchased and should be delivered tomorrow. He noted that he would like to work out an area map for mowing, as this will help those who volunteer. Brown stated that it should help having reliable equipment this year. Brown stated he and Nelson would work on fertilizing. Brown will aerate first and then seed.
- b. MDOT loan discussion – Brown commented that he spoke with Michael at MDOT about loans with the state for resurfacing the runways. Brown noted he would keep the board posted on this. Brown also stated that he has talked with John at Great Lakes Paving for a second opinion on options for crack sealing and fogging.
- c. Summer burger nights – the board agreed that we should definitely host burger nights in June and August. Dates to be set at the next meeting. September will be the pancake breakfast on the weekend of the Fallasburg Festival.

Grimm moved and Myaard seconded to adjourn at 8:00 pm.

Respectfully submitted  
Lori Gerard

06/02/2022

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
CHECK DATE FROM 05/10/2022 - 06/02/2022

Check Date	Check #	Payee	Description	Account	Amount
05/12/2022	77088	BERNARDS ACE HARDWARE	OPERATING SUPPLIES	740.000	57.73
05/12/2022	77089	BOURGETTE, BOB	OPERATING SUPPLIES	740.000	157.81
05/12/2022	77089	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	749.00
			CHECK GEN 77089 TOTAL FOR FUND 581:		906.81
05/12/2022	77093	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	21.58
05/27/2022	77151	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	197.93
05/27/2022	77151	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	36.14
05/27/2022	77151	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.38
05/27/2022	77151	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	144.88
			CHECK GEN 77151 TOTAL FOR FUND 581:		408.33
05/27/2022	77152	CRYSTAL FLASH	OPERATING SUPPLIES	740.000	1,177.40
05/27/2022	77167	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	51.60
			Total for fund 581 AIRPORT FUND		2,623.45

**AIRPORT FUND**  
**FINANCIAL STATEMENT**  
**June 2, 2022**

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<b>BEGINNING CASH JULY 1, 2021</b>		<b>\$ 27,463.27</b>
Prepaid expenses	581.000.123.000	\$ -
Tie Down fees	581.000.607.001	\$ -
Hangar Rent	581.000.667.000	\$ 54,286.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 22,119.86
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ -
<b>TOTAL REVENUES TO DATE</b>		<b>\$ 103,869.13</b>
Operating supplies	581.000.740.000	\$ 28,966.39
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	\$ 6,411.30
Repair and Maintenance	581.000.930.000	\$ 2,209.71
Misc Expenses	581.000.955.000	\$ 5,163.58
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		\$ -
<b>TOTAL EXPENDITURES TO DATE</b>		<b>\$ 67,542.65</b>
<b>ENDING CASH:</b>		<b>\$ 36,326.48</b>