



## **LOWELL AIRPORT BOARD**

WEDNESDAY JUNE 14, 2023 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, 2023
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. Update on runway resurfacing
  - b. Update on tumbleweed management
  - c. Select a date for a June burger night
  - d. Love Week painting June 21.
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, MAY 11, 2023 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

Tom Grimm called the meeting to order at 7:00 pm. Jenell Veltkamp called roll.

Present: Jim Myaard, Jeff Ostrander, Jeff Altoft and Tom Grimm

Absent: Eric Nelson, Paul Nicholls, David Pasquale

Also Present: Casey Brown, Greg Forbes, Andrew Quada, Jason Taylor and Thad (electrical engineer)

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

Grimm moved and Myaard seconded to approve the agenda. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Grimm moved and Altoft seconded to approve the minutes of April 12, 2023. Motion carried.

5. FINANCIAL REPORTS

Snow plowing did not go beyond the contracted amount of pushes.

Grimm moved and seconded by Myaard 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

City Resident – Andrew Quada

Andrew shared his background and why he would like to be involved on the Airport Board.

Altoft moved and seconded by Grimm for Quada to complete the Application for Airport Board Appointment to the City. Motion carried.

9. BOARDMEMBERS COMMENTS

Altoft mentioned the road looks nice. Dust control scheduled.

#### 10. ORB AEROSPACE - ALEX TAYLOR

Jason Taylor introduced Thad, Sr. Engineer. Current project EVETOL. They are testing at Grayling. Potential future testing in Lowell is on hold for now.

Jason welcomes people to come into ORB Building. Three new employees hired reviewed expectations. Casey to make a path if needed to help ORB employees cross the runway.

Enjoyed cleanup day.

#### 11. AIRPORT MANAGER'S REPORT

- a. Cleanup Day – Thank you!
  - Replaced lights, cleaned cones and mulched
  - Possible replacement of runway lights. Currently airport has low intensity lights. May look into medium intensity lights, LED.
- b. Roller Rental / Bobcat update – Casey will reach out this week.
- c. Runway Resurface update- Brown mentioned Andrew, Contractor works with the county. Possibly resurface mid-June, he gave him a quote not to exceed value. Casey will ask if he has done any other airports before getting with MDOT and working with Mike the City Manager.  
Prices will go to MDOT to get the loan for the work. Work has a 10 year guarantee.  
Chip seal, 2 layers of fog of concrete.
- d. Grass Runway Leveling at hard surface intersections – Getting a quote from Barry's

Grimm moved to adjourn at 8:03 pm.

Respectfully submitted  
Jenell Veltkamp

**AIRPORT FUND  
FINANCIAL STATEMENT  
June 13, 2023**

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<b>BEGINNING CASH JULY 1, 2022</b>		<b>\$</b>	<b>33,949.07</b>
Prepaid expenses	581.000.123.000	\$	-
Tie Down fees	581.000.607.001	\$	-
Hangar Rent	581.000.667.000	\$	50,060.00
Rent building #3	581.000.668.000	\$	-
Misc Income - Fly-In		\$	-
Fuel Sales	581.000.607.002	\$	23,493.35
Transfer from General Fund		\$	-
Interest	581.000.665.000	\$	-
Miscellaneous	581.000.677.000	\$	-
<b>TOTAL REVENUES TO DATE</b>		<b>\$</b>	<b>107,502.42</b>
Operating supplies	581.000.740.000	\$	28,760.34
Professional services/Audit fees	581.000.801.000	\$	-
Contractual	581.000.802.000	\$	7,736.48
Insurance	581.000.910.000	\$	5,575.00
Public Utilities	581.000.920.000	\$	7,305.63
Repair and Maintenance	581.000.930.000	\$	4,547.37
Misc Expenses	581.000.955.000	\$	1,420.26
Vergennes Twp Taxes	581.000.955.000	\$	7,233.97
Prepaid Insurance	581.000.123.000	\$	-
Capital Outlay	581.000.970.000	\$	-
General Fund loan payment		\$	-
* Expenses to last fiscal year		\$	590.98
**Prepaid expenses for insurance		\$	-
<b>TOTAL EXPENDITURES TO DATE</b>		<b>\$</b>	<b>63,170.03</b>
<b>ENDING CASH:</b>		<b>\$</b>	<b>44,332.39</b>

06/13/2023

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
CHECK DATE FROM 05/09/2023 - 06/13/2023  
Banks: GEN

Check Date	Check #	Payee	Description	Account	Amount
05/12/2023	78555	BERNARDS ACE HARDWARE	REPAIR & MAINTENANCE	930.000	\$ 232.40
05/12/2023	78558	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 27.93
05/12/2023	78562	DOLSON WELL SERVICE LLC	REPAIR & MAINTENANCE	930.000	\$ 100.00
05/12/2023	78569	GREAT LAKES PAVING	REPAIR & MAINTENANCE	930.000	\$ 1,500.00
05/12/2023	78607	RIVERSIDE OUTDOOR POWER LLC	REPAIR & MAINTENANCE	930.000	\$ 285.83
05/12/2023	78607	RIVERSIDE OUTDOOR POWER LLC	REPAIR & MAINTENANCE	930.000	\$ 434.26
05/12/2023	78607	RIVERSIDE OUTDOOR POWER LLC	REPAIR & MAINTENANCE	930.000	\$ 398.67
05/12/2023	78607	RIVERSIDE OUTDOOR POWER LLC	REPAIR & MAINTENANCE	930.000	\$ 260.57
			CHECK GEN 78607 TOTAL FOR FUND 581:		\$ 1,379.33
05/12/2023	78611	SELF SERVE LUMBER	OPERATING SUPPLIES	740.000	\$ 137.33
05/25/2023	78633	CRYSTAL FLASH	OPERATING SUPPLIES	740.000	\$ 1,336.45
05/26/2023	78638	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	\$ 54.99
06/02/2023	78650	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 29.21
06/02/2023	78650	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 34.87
06/02/2023	78650	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 232.86
06/02/2023	78650	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 56.64
			CHECK GEN 78650 TOTAL FOR FUND 581:		\$ 353.58
06/02/2023	78657	GFL ENVIRONMENTAL	CONTRACTUAL	802.000	\$ 67.04
			Total for fund 581 AIRPORT FUND		\$ 5,189.05