



LOWELL AIRPORT BOARD

WEDNESDAY JULY 12, 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 June 14, 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. Burger Night Re-cap
 - b. Runway resurfacing update
 - c. Fuel Update
 - d. Tumbleweed update
 - e. Mowing and turf runway repair and irrigation
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, JUNE 14, 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, Eric Nelson, Paul Nicholls, David Pasquale, Jeff Ostrander, and Tom Grimm

Absent: Jeff Altoft

Also Present: Casey Brown, Bruce Whitman, Peter Draaisma, Greg VanStrien, Andrew Quada, and Jacob Bruner (ORB employee)

2. APPROVAL OF ABSENCES

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

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Grimm moved and Myaard seconded to approve the minutes of May 11, 2023 with correction. Motion carried.

5. FINANCIAL REPORTS

Mowers battery died. Purchased longer jumper cables.

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

None.

9. BOARDMEMBERS COMMENTS

Two lights at the end of the runway are broken as well as a flat tire. Casey will purchase new bulbs for the runway possibly red.

10. ORB AEROSPACE - ALEX TAYLOR

Jacob Bruner, Lead Mechanical Engineer. Testing a new design

- RV is getting fixed.
- Orb Aerospace hired another employee.
- Alex Taylor passed his pilot test.

11. AIRPORT MANAGER'S REPORT

- a. Runway Resurface update- Brown mentioned scheduling conflict. Tentative date August.
- b. Tumbleweed management – Brown working with MSU to determine how to kill the tumbleweed. They've identified the tumbleweed as Purple Love Grass. Grass spray will kill it. Also, the grass can be cut before it blooms to help eradicate.
- c. Burger Night
 - June burger night is on Wednesday, June 28th at 6:00 pm until dusk.
 - August burger night will be Wednesday, August 23rd at 6:00 pm until dusk.
- d. Love Week Next week
 - 1 crew will arrive on June 19th to paint wind socks yellow
 - 1 crew on 21st will paint Hangar C blue.
- e. Dave Pasquale mentioned he would like to stay on the board through end of the year at the latest. Grimm and board members appreciate all his knowledge. Andrew Quada submitted his application to be on the Airport Board, pending decision from Mayor DeVore.

Grimm moved and seconded by Myaard to adjourn at 7:56 pm.

Respectfully submitted
Jenell Veltkamp

**AIRPORT FUND
FINANCIAL STATEMENT
July 11, 2023**

BEGINNING CASH JULY 1, 2022		\$ 33,949.07
Prepaid expenses	581.000.123.000	\$ -
Tie Down fees	581.000.607.001	\$ -
Hangar Rent	581.000.667.000	\$ 51,435.00
Rent building #3	581.000.668.000	\$ -
Misc Income - Fly-In		\$ -
Fuel Sales	581.000.607.002	\$ 27,875.34
Transfer from General Fund		\$ -
Interest	581.000.665.000	\$ -
Miscellaneous	581.000.677.000	\$ -
TOTAL REVENUES TO DATE		\$ 113,259.41
Operating supplies	581.000.740.000	\$ 37,263.07
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	\$ 7,637.48
Repair and Maintenance	581.000.930.000	\$ 4,547.37
Misc Expenses	581.000.955.000	\$ 2,171.42
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		\$ -
TOTAL EXPENDITURES TO DATE		\$ 72,755.77
ENDING CASH:		\$ 40,503.64

07/13/2023

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 06/14/2023 - 07/11/2023
Banks: GEN

Check Date	Check #	Payee	Description	Account	Amount
06/16/2023	78696	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	6,828.36
06/16/2023	78705	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	27.63
06/16/2023	78729	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	54.99
06/16/2023	78744	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	937.90
06/23/2023	78756	BROWN, CASEY	OPERATING SUPPLIES / NICCOO Lawn Sprinkler	740.000	52.99
06/23/2023	78756	BROWN, CASEY	OPERATING SUPPLIES / Windsock \$94.29, United Sign - Fuel \$347.54, Qty 3 WAVLINK Outdoor Wifi Extenders, \$241.65 CHECK GEN 78756 TOTAL FOR FUND 581:	740.000	683.48 736.47
06/30/2023	78783	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	40.23
06/30/2023	78783	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.11
06/30/2023	78783	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	25.80
06/30/2023	78783	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	142.04
			CHECK GEN 78783 TOTAL FOR FUND 581:		237.18
06/30/2023	78785	GFL ENVIRONMENTAL	PUBLIC UTILITIES	920.000	67.04
			Total for fund 581 AIRPORT FUND		8,889.57