



## LOWELL AIRPORT BOARD

WEDNESDAY JANUARY 10, 2024 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 December 13, 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
  - a. 2024 meeting schedule
9. BOARDMEMBERS COMMENTS
10. ORB AEROSPACE UPDATE
11. AIRPORT MANAGER'S REPORT
  - a. Runway resurfacing:
    - New contact with MDOT and working through the application process for the loan with MDOT. City manager to review.
    - Confirmation with Strawser Construction that they will be available this spring/early summer to perform the work. Plan to have all of the documentation to MDOT by the end of January. They will then send it up to their approval committee.
  - b. Fuel - Almost due for another load of 100LL
  - c. Snow???
  - d. Open discussion for spring projects.
  - e. Discuss purchasing another batch of runway cones
  - f. Costs for tow behind mowers
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD  
WEDNESDAY, DECEMBER 13, 2023 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

Tom Grimm called the meeting to order at 7:15pm. Lori Gerard called roll.

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

Absent: None

Also Present: Casey Brown, Bruce Whitman, Greg VanStrien, Andy Quada, and  
Jason Taylor, Alex Taylor, and Jacob Bruner, Josh Conran and Lori Gerard

2. APPROVAL OF ABSENCES

None.

3. APPROVAL OF THE AGENDA

Grimm moved and Myaard seconded to approve agenda as written. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Pasquale moved and Myaard seconded to approve the minutes of November 8, 2023 as presented. Motion carried.

5. FINANCIAL REPORTS

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Whitman commented that he loved the road.

7. OLD BUSINESS

Brown thanked ORB for the notice of radio testing

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS

Nelson questioned if fertilizing and grass seeding would be done this year. He knew of a place in Greenville and would get prices.

## 10. ORB AEROSPACE

Alex Taylor reported that ORB had an open house and was looking for feedback from anyone who attended. Whitman stated that the technology demonstrated was incredible. Ostrander was impressed with the staff and their knowledge and spirit. He encouraged all to get over there to see what they are doing. Taylor also mentioned that there would be an open house December 18 from 12:00 to 2:00 for anyone who wanted attend.

Taylor commented that they need an additional 5000 square feet of assembly space to house 3D printer and full scale wind tunnel model by March/April. Questions arose as to the possible usage of Building 2. Brown stated that this would require more discussion and planning as the airport would not displace current tenants. Ostrander asked how suitable this space would be. It was noted that ORB would need 3 phase power and that the estimate from Consumers Energy to run this would be somewhere around \$180,000. There was much discussion regarding if building a new structure was more feasible, or looking at other options in the industrial park across the street or nearby. Pasquale stated that the City can only do a land lease for 10 years with a 10 year renewal. Taylor noted being on the airport property is ideal. It was decided that a work session between Airport Board and ORB would be scheduled for 2024 to talk about next steps.

## 11. AIRPORT MANAGER'S REPORT

- a. Road grading – Great Lakes performed heavy grading on driveway.
- b. ORB assessment – Brown stated that due to the increase in traffic due to ORB activity that it seemed appropriate that OBR assist with 90% of the total bill from Great Lakes Paving. Jason Taylor requested that communication be made with ORB prior to work being done if they were involved.
- c. MDOT resurfacing 12/30 – Brown stated that this would be the kickoff discussion for getting 12/30 resurfaced next year.
- d. Merry Christmas – Brown wished all a Merry Christmas and Happy New Year.

Nelson moved to adjourn at 8:59 pm.

Respectfully submitted  
Lori Gerard



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## **Lowell Airport Board Meetings**

### **2024 Schedule**

**Meetings will be held on the 2<sup>nd</sup> Wednesday of each month at 7:00 pm  
Lowell City Airport  
730 Lincoln Lake**

#### ***Regular Meeting Dates***

<b>January</b>	<b>10</b>
<b>February</b>	<b>14</b>
<b>March</b>	<b>13</b>
<b>April</b>	<b>10</b>
<b>May</b>	<b>8</b>
<b>June</b>	<b>12</b>
<b>July</b>	<b>10</b>
<b>August</b>	<b>14</b>
<b>September</b>	<b>11</b>
<b>October</b>	<b>9</b>
<b>November</b>	<b>13</b>
<b>December</b>	<b>11</b>

**AIRPORT FUND**  
**FINANCIAL STATEMENT**  
**January 10, 2023**

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<b>BEGINNING CASH JULY 1, 2023</b>		<b>\$</b>	<b>40,817.71</b>
Prepaid expenses	581.000.123.000	\$	-
Tie Down fees	581.000.607.001	\$	-
Hangar Rent	581.000.667.000	\$	12,485.67
Misc Income - Fly-In		\$	-
Fuel Sales	581.000.607.002	\$	17,848.99
Transfer from General Fund		\$	-
Interest	581.000.665.000	\$	-
Miscellaneous	581.000.677.000	\$	-
<b>TOTAL REVENUES TO DATE</b>		<b>\$</b>	<b>71,152.37</b>
Operating supplies	581.000.740.000	\$	25,080.99
Professional services/Audit fees	581.000.801.000	\$	-
Contractual	581.000.802.000	\$	5,335.20
Insurance	581.000.910.000	\$	3,775.00
Public Utilities	581.000.920.000	\$	2,736.26
Repair and Maintenance	581.000.930.000	\$	1,124.71
Misc Expenses	581.000.955.000	\$	1,314.98
Vergennes Twp Taxes	581.000.955.000	\$	6,817.46
Prepaid Insurance	581.000.123.000	\$	-
Capital Outlay	581.000.970.000	\$	-
General Fund loan payment		\$	-
* Expenses to last fiscal year		\$	600.31
**Prepaid expenses for insurance		\$	-
<b>TOTAL EXPENDITURES TO DATE</b>		<b>\$</b>	<b>46,784.91</b>
<b>ENDING CASH:</b>		<b>\$</b>	<b>24,367.46</b>

01/08/2024

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
CHECK DATE FROM 12/13/2023 - 01/08/2024  
Banks: GEN

Check Date	Check #	Payee	Description	Account	Amount
12/13/2023	79464	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	27.95
12/13/2023	79512	VERGENNES TOWNSHIP TREASURER	MISCELLANEOUS EXPENSE	955.000	2,500.61
12/28/2023	79526	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	431.88
12/28/2023	79526	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	312.87
12/28/2023	79526	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	29.37
12/28/2023	79526	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	52.41
			CHECK GEN 79526 TOTAL FOR FUND 581:		826.53
12/28/2023	79532	EQUIPMENT SOLUTIONS	CONTRACTUAL	802.000	5,000.00
12/28/2023	79533	FANDANGLED CUSTOM APPAREL & GIFTS	OPERATING SUPPLIES	740.000	40.00
12/28/2023	79534	GFL ENVIRONMENTAL	CONTRACTUAL	802.000	67.04
12/28/2023	79558	POINT BROADBAND	MISCELLANEOUS EXPENSE	955.000	54.99
			<b>Total for fund 581 AIRPORT FUND</b>		<b>8,517.12</b>