



DRAFT

2651 Cadmus Road
Adrian, MI 49221

(517) 265-2827

MINUTES

LENAWEE COUNTY AIRPORT COMMISSION MONDAY, JANUARY 9, 2017 – 1:30 P.M. TERMINAL BUILDING

Present: Commissioners Bales and Knoblauch

Absent: Commissioner Driskill

Also Present: Joe Malak, Irv Shaw, Bruce Niel, Martin Marshall, and Kim Murphy

Agenda:

Joe indicated that he had a couple new items to add under “Old Business”

Motion by Bales, supported by Knoblauch, to amend the agenda as requested. Motion carried.

I. Approval of Minutes

Motion by Bales, supported by Knoblauch, to approve the minutes of the December 5, 2016 meeting. Motion carried.

II. Manager’s Report

Joe presented the manager’s report; the following items were reviewed.

Operation Good Cheer: Twenty-six aircraft delivered an enormous amount of Christmas gifts for local foster children in need of some additional giving and care in their lives. Lenawee County Department of Health and Human Services along with other charitable organizations that attend each year brought strong support with all the help that was needed to supply snacks and coffee for the pilots and all the additional workers required to move the packages to where they needed to go. Again, Lenawee County Airport wishes to give thanks for being able to be a part of this program along with Hunter Storage and all the aircraft owners that donate their time, aircraft and fuel to such a worthy cause.

Airport Licensing: During the month of December, Lenawee County Airport received its public use airport license, airport manager’s license, and the Fish and Wildlife Service migratory bird depredation permit.

Lenawee County Airport Commission

January 9, 2017

Page 2 of 3

Equipment: The new tractor is a tremendous addition to snow removal and lawn maintenance at the Lenawee County Airport.

Maple Lane Manor Cemetery: The cemetery as of the end of December remains unplowed, and has had no requests for the drive to be opened for visitors.

Events Upcoming: Michigan International Speedway races will be held June 16-18 and August 12-13.

Operation Good Cheer which will be held on Saturday, December 2, 2017.

East Maintenance Building: As of December 31st, tenant Sean Houk has retired off the field doing maintenance and purchased a small airport just into Ohio. Joe is seeking another tenant to occupy the maintenance complex, but until such time the space is being rented to other pilots on a temporary basis to assure income from that complex. This will also allow time to do necessary interior maintenance which has been difficult to do when the structure is full of aircraft.

Motion by Bales, supported by Knoblauch, to approve the Manager's Report and place it on file. Motion carried.

IV. Finance Report

Administrator Marshall presented the financial report. The current benchmark is 100%. Total revenues are at 80.55% and the expenses at 97.17%. The largest reason that expenses exceeded revenues was due to the purchase of the tractor. The Accounts Payable Committee did authorize a year end transfer from General Fund to the Airport operations in the amount of \$150,000 which is not reflected in this report. This was done to keep the operations in the black. Litigation matters are tracked separately. Phase II revenues remain at 1.14% and expenses are at 142.88%. The County has submitted a request in excess of \$200,000 as reimbursement for previously incurred expenses and we are hoping to be authorized to submit for other outstanding expenses sometime in 2017.

Motion by Bales, supported by Knoblauch, to approve the finance report and place it on file. Motion carried.

V. New Business

February Meeting: There will be no meeting in February.

Aircraft fuel: Joe is still trying to get 1 to 2 charter companies on the field this year. If this happens, he will be making the updates to the 15,000 fuel tank so that he can have more fuel on the field at one time. He will be getting quotes for the updates in March.

VI. **Old Business**

Corporate Hangar: Brazeway has indicated they are going to keep their hangar instead of selling it. They will be bringing in more planes to house in the hangar. They have also agreed to allow Joe to house overnight rentals in the hangar when they are not using it. Joe still feels there is a need for another corporate hangar and is exploring all options.

Madison Lake Subdivision: Joe is working with Madison Township to terminate the sewer line going into the subdivision. He is also expecting a bid from the Road Commission in the near future to take out the road leading into the subdivision. Joe will retain the millings and road base to put down at the Airport where needed.

Conference Area: Joe is going to be moving some things around in one of his conference areas to create a resting place for pilots. Pilots often fly in very early in the morning and have a 3 to 4 hour break while waiting for their passengers to return from business. Joe is looking to purchase two recliners that they can rest in while waiting.

VII. **Other Business / Public Comment**

There was no public comment.

VIII. **Adjournment:**

Motion by Bales, supported by Knoblauch, to adjourn the meeting at 2:00 p.m. Motion carried.

MDM:klm