



## MINUTES

### **LENAWEE COUNTY AIRPORT COMMISSION MONDAY, MARCH 6, 2017 – 1:30 P.M. TERMINAL BUILDING**

Present: Commissioners Driskill, Bales, and Knoblauch

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

#### **I. Approval of Agenda**

Joe requested the Agenda be amended to include a Consignment Sale to be shown under New Business and Hangar Purchase to be shown under Old Business.

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

#### **II. Approval of Minutes**

*Motion by Bales, supported by Knoblauch, to approve the minutes of the January 9, 2017 meeting. Motion carried.*

#### **III. Manager's Report**

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

**East Maintenance Building:** As of March 1 Mr. Leeson will be occupying the East Maintenance building to house his aircrafts. Mr. Leeson has been to our field many times with all of his aircraft, having all of his service work taken care of by Larson Aviation located on this field.

**Equipment:** Summer equipment maintenance preparation has begun a little earlier this year with the smaller mowing equipment being removed from storage and in anticipation of an earlier start in the spring mowing season. Summer preparation of the tractors and larger mowing decks will continue towards the end of March.

**Adrian Soaring Club:** The Adrian Soaring Club has started holding spring meetings in preparation for the 2017 season. The weather and ground conditions allow, the soaring club school will start their season the first part of April.

**Maple Lane Manor Cemetery:** The cemetery appears to be in good condition after the winter months. Preparation for weed control and cleanup will begin at the end of March.

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**Madison Lake Subdivision:** During the first part of March, the airport will be preparing the completion of the work still necessary located in the Madison Lake Subdivision. Joe is waiting for bids for removal of the road. The contractors have been unable to complete the excavation necessary for demolition due to weather conditions.

**North and W. Taxi Ln. rehabilitation:** The engineering reports from Mead and Hunt have been completed and submitted to the Bureau of Aeronautics for the rehabilitation of the north and west taxi lanes leading to all of the hangers located on the west end of the airport. These taxi lanes have been deteriorating for multiple years now and are in desperate need of replacement. The submitted grant funding has been approved and is now waiting for Midsummer transfer. This work can be completed in early fall 2017.

The Lenawee County Road Commission will be inspecting the adjacent aprons leading to these taxiways and advising to the condition of repair or replacement prior to the new taxi lanes being installed.

**North FBO Parking Lot:** During the first week of March, the Lenawee County Road Commission will be assessing the FBO and flight school parking lot located directly in front of the FBO. This parking lot has been deteriorating rapidly over the past few years, and is in desperate need of repair. Joe anticipates having a cost evaluation for this work to the Administrator's Office and commissioners prior to the April 2017 meeting.

**Upcoming Events:** Michigan International Speedway has announced its schedule for two NASCAR races to be held in 2017. The first race will be held June 16 through the 18<sup>th</sup>, the Sprint Cup Series will be on August 13 with the Pure Michigan 400; and the NASCAR Camping World Truck Series is on August 12.

Ending the season for 2017, will be Operation Good Cheer which will be held on Saturday, December 2, 2017 again providing for foster children in Lenawee County.

**Power Gate Repair:** During the winter thaw, the asphalt cracked and spread in two locations causing the magnetic safety wire located in the asphalt to break and cause the power entrance gate to malfunction. Repairs were completed by C-Gate Company out of Sylvania, Ohio with the installation of new safety wiring on the north side of the fence.

**N. Maintenance Building:** Joe has replaced the deteriorating wood that was on the East wall of the building. There is also a large amount of debris that has been building up behind the storage buildings. The way in which this type of material is disposed of will need to be discussed in the near future.

**Collections:** Joe has been working with Attorney Irv Shaw to evict a person from one of the hangars. That has been a success and the hangar has been rented out to another person.

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There is one more hangar in which the person is two quarters behind in their rent. Joe continues to work with Attorney Shaw on this matter as well.

*Motion by Knoblauch, supported by Bales, 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 16.7%. Total revenues are at 11.70% and the expenses at 7.05%. Litigation matters are tracked separately. Phase II revenues are at 9.00% and expenses are at 1.36%

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

**V. New Business**

**Consignment Sale:** Joe has a number of tractors and other miscellaneous equipment that he would like to sell by way of consignment.

*Motion by Knoblauch, supported by Bales to recommend that the Personnel Ways & Means Committee permit the Airport Manager to sell his equipment at a consignment sale and retain the funds in the Airport Budget. Motion carried.*

**VI. Old Business**

**Hangar Purchase:** Joe was able to finalize the purchase of the Blissfield Hanger; there is a tenant in the building and is receiving \$800 in monthly rent.

**VII. Other Business / Public Comment**

There was no public comment.

**VIII. Adjournment**

*Motion by Knoblauch, supported by Bales, to adjourn the meeting at 2:12 p.m. Motion carried.*

MDM:klm