

AIRPORT COMMISSION

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MEMBERS

Dawn Bales, Bob Knoblauch, John Lapham

MEETING LOCATION

Terminal/FBO Building

Minutes: Monday, May 6, 2019 – 1:30 p.m.

Present: Commissioners Bales, Knoblauch, and Lapham

Also Present: Irv Shaw, Lt Col Richard King (Civil Air Patrol), Martin Marshall, Joe Malak, and Kim Murphy

I. Approval of Minutes

Motion by Commissioner Knoblauch, supported by Commissioner Lapham to approve the minutes of the April 1, 2019, meeting. Motion carried.

II. Additional Business for Agenda

No items were added to the agenda.

III. Manager's Report

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

Building Repairs and Maintenance: Joe has installed a new concrete floor and approach in the Textron leased storage building, which consists of 1,488 square feet.

Joe also ordered the parts needed for the roof repairs for the G Box hangars but has not received them to date.

Summer Equipment Maintenance: All of the summer equipment is serviced and ready for the upcoming summer season with the exception of one tractor that is experiencing some problems with the water pump.

Soaring Season: The Adrian Soaring Club is back in operation and scheduling flights for its 2019 season.

Spring Grounds Maintenance: Ground preparation for the upcoming season has been completed. All preparations for spring lawn over seeding and grounds fertilization have also been completed.

Upcoming Airport Events:

- Monster Energy NASCAR Cup Series Fire Keepers Casino 400 (June 9)
- Monster Energy NASCAR Cup Series (August 8)
- Carolina Helicopter rides during fair week (July 22-27)

Self-Serve Fuel Station and Fuel Storage. (100LL Fuel): As previously discussed, the manufacturer of our self-serve 100LL M3000 fueling terminal will be discontinuing all product support for this unit the end of this year; there will be no parts availability, no technical support and no software updates. A terminal M4000 has been purchased and installation of the terminal island will begin soon.

Maple Lane Manor Cemetery: The cemetery remains in good condition and is scheduled for lawn treatment.

Miscellaneous:

- Joe is working with Stephanie Ward of Mead & Hunt and has submitted a grant for the ALP. They are also working on a grant for taxiway B for next year.
- The Airport is working with Diana Schroeder, Solid Waste Coordinator, to drop off 125-150 tires prior to this weekend's tire clean up.
- The quote to put a fence around the Madison Lake properties came in at just under \$32,000. Joe is looking into other options to detour people from crossing the property to get to the lake.
- There was another vehicle crash that took out 160 feet of fencing. Joe is working on getting it repaired and will submit costs to the driver's insurance company.
- A grant for the runway painting project has been awarded by the State and is being forwarded to the Board of Commissioners for approval. The total cost to the Airport will be \$1,100.00.
- There was a large power surge that came in through the vault. It impacted the taxiway lights and the self-serve pump. Joe is working on getting everything repaired and then will submit a claim for to the insurance company for reimbursement.

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

IV. Finance Report

The financial report was reviewed. 2019 revenues are at 31.74%, while expenses are at 8.23%.

Motion by Commissioner Knoblauch, supported by Commissioner Lapham to receive the finance report and place it on file. Motion carried.

V. New Business

- a. **Small Paving Projects:** Joe stated that he has several small paving projects at the Airport. He stated that if the Commission was interested he could look into the possibility of purchasing a small paver to perform these projects rather than bidding them out. After much discussion, it was decided to continue bidding projects rather than taking on that responsibility in-house.

VI. Old Business

- a. **Jet Fuel, Storage:** Joe reminded the Commission that during busy times he has difficulty having enough fuel to keep up with the demand. In fact, he often runs short and then scrambles to find someone that can deliver quickly. Joe again approached the Commission about the possibility of purchasing a jet fuel storage tank. The Commission discussed the problems that exist as well as the fact that Joe will no longer be able to fill planes using his fuel truck. Joe will be researching this in more detail and getting quotes for the Commission to consider.

VII. Other Business / Public Comment

Operation Wolverine: Lt. Col Richard King of the Civil Air Patrol stated that Operation Wolverine was recently held at the County Airport. Operation Wolverine is search and rescue training. There were approximately 40 cadets and 50 senior officers that took part in the event. This is the largest search and rescue in the State of Michigan.

VIII. Adjournment

Motion by Commissioner Knoblauch, supported by Commissioner Lapham to adjourn the meeting at 2:43 p.m. Motion carried.

MDM/klm