

AIRPORT COMMISSION

JOE MALAK

Airport Manager

2667 W. Cadmus Rd., Adrian, MI 49221

p: 517-265-8993 | f: 517-263-9387

lenawee.mi.us



MEMBERS

Jim Driskill, Bob Knoblauch, Dawn Bales

MEETING LOCATION

Terminal/FBO Building

MINUTES: Monday, September 10, 2018 – 1:30 p.m.

PRESENT: Commissioners Driskill, Knoblauch, and Bales

ALSO PRESENT: Irv Shaw, Martin Marshall, and Kim Murphy

I. Approval of Minutes

Motion by Bales, supported by Knoblauch, to approve the minutes of the August 6 2018, meeting. Motion carried.

II. Additional Business for Agenda

Joe requested the Committee add “Property next to E. Maintenance Complex” under Old Business as Item A.

Motion by Knoblauch, supported by Bales, to approve the agenda as amended to add Property next to E. Maintenance Complex under Old Business as Item A. Motion carried.

III. Manager’s Report

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

Building Repairs and Maintenance, New Construction: Completion of the (FBO) Emergency Management/Airport Training Facility appears to be near completion, there are only a couple of minor technical items pending.

All fencing repairs for the season have been completed. The insurance reimbursement check is pending for the fence damaged by the accident on Sand Creek Highway.

Electrical repairs to the lighting at the self-serve pumps have been repaired and changed over to LED lighting; which should save electricity.

Water sample testing and evaluations have been conducted on the East Maintenance Complex well by Clymer Well and Pump Service, and found to be in good condition. Following the recommended sanitizing and servicing, the system is back in service with a newly installed commercial water softener system which provides clean drinkable water for that facility.

Equipment Repairs: The rear tires on the fuel truck continue to deteriorate. Schrader Tire and Oil from Blissfield Michigan prove to be the best fit for purchasing new rear tires and rims for the truck.

It was also necessary to install new air-conditioning and serpentine fan belts on the Ford New Holland tractor, as well as, provide extensive midsummer servicing on all mowing equipment, finishing and zero turn.

MAP Meeting: The new Five Year Plan is complete and has been forwarded to Mead & Hunt and on to Betsy Steudle, State Block Grant Coordinator for the Bureau of Aeronautics and Freight Services. The Michigan Airport Programming Meeting (MAP) has been set for October 31st 2018 at 10:00 AM. This meeting is to be held at the MDOT Aeronautics Building located at 2700 E. Airport Service Drive, Lansing Michigan.

Grounds: Mowing has picked up considerably, postponing the start of runway and taxiway painting to weather permitting days toward the end of September.

Maple Lane Manor Cemetery: The cemetery is in good condition and has been receiving visitors regularly.

Upcoming Events Scheduled: Barring any event changes,

- Operation Good Cheer - December 8, 2018 (they are celebrating 47 years)

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

IV. Finance Report

The financial report was reviewed. The current benchmark is 67%. Revenues are at 68.66%, while expenses are at 19.75%. Litigation matters are tracked separately. Revenues are at 0% and expenditures are at 0%.

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

V. New Business

Joe presented the Committee with a copy of his most recent ACIP Sequence which basically his Five Year Improvement Plan with the State of Michigan. This was informational as no action was requested.

VI. Old Business

Property Next To East Maintenance Complex: Joe stated that there is a small parcel of land owned by Pat Farver that is located on the east side of the Maintenance Complex that may be available for purchase. This parcel is vital to the Airport because it attaches to the east side of the property and will allow Joe better access to maintaining Airport property. It is also

one of the last parcels of property that abutts the Airport that is not owned or controlled by the Airport. Joe then explained what he foreseen as potential uses for the property. The property is further identified as parcel number MDO-116-1350-00 and contains .52 acres of greenspace. It is owned by PDF Holdings, LLC. The owner of the property is requesting a purchase price of \$25,000.

Motion by Bales, supported by Knoblauch, to recommend to the Personnel Ways & Means Committee that the County purchase the property identified as parcel number MDO-116-1350-00 from PDF Holdings, LLC in the amount of \$25,000.00. Motion carried.

VII. Other Business / Public Comment

There was no public comment.

VIII. Adjournment

Motion by Knoblauch, supported by Bales, to adjourn the meeting at 1:58 p.m. Motion carried.