

AIRPORT COMMISSION

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MEMBERS

Dawn Bales, Bob Knoblauch, John Lapham

MEETING LOCATION

Terminal/FBO Building

MINUTES: Monday, April 1, 2019 – 1:30 p.m.

PRESENT: Commissioners Bales and Knoblauch

ABSENT: Commissioner Lapham

ALSO PRESENT: Irv Shaw, Martin Marshall, Joe Malak, and Lt Col Richard King (Civil Air Patrol)

I. Approval of Minutes

Motion by Commissioner Knoblauch, supported by Commissioner Bales to approve the minutes of the March 4, 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 been evaluating the structures located on the airport for any needed repair. Hanger roof repairs remain a priority, followed by repairs and updating to the restrooms of the flight school building located next to the FBO. Other projects include repairs to the parking lot, taxiway and ramp painting, hangar door maintenance, air-conditioning maintenance, and building painting.

Joe discussed the options for repairing the hanger roofs and requested approval of the options from Richland Roofing to reseal the seams for \$2,970.

Motion by Commissioner Knoblauch, seconded by Commissioner Bales to approve the bid by Richland Roofing to reseal seams in the hanger roofs in the amount of \$2,970. Motion carried.

Summer Equipment Maintenance: Approximately two thirds of the winter equipment has been serviced and stored for the summer. All winter equipment should be stored and summer equipment ready for use by mid-April.

Soaring Season: The Adrian Soaring Club has reserved the airport conference room for their first preflight annual meeting on April 6, 2019.

Spring Grounds Maintenance: Ground preparation for the upcoming season has begun.

Upcoming Airport Events:

- (2) Michigan International Speedway (6/9/19 and 8/11/19)

Upcoming summer building and grounds enhancements: Bids have been received for the asphalt parking area for the Textron leased buildings, installation of a concrete floor in the Textron hangar, and for the west taxi lane of the P hangars.

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.

Motion by Commissioner Knoblauch, supported by Commissioner Bales 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 19.34%, while expenses are at 6.28%. A reimbursement from the State of Michigan in the amount of \$546,925.76 has been received.

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

V. New Business

- a. The fence damaged by the airplane crash landing has been replaced.

VI. Old Business

- a. **Asphalt for Textron and West taxiway:** Joe explained that the bids for these areas came in too high and that he will grind and replace part of the area and patch and seal the rest.
- b. **Concrete floor for Textron's hanger:** Joe requested that the floor be replaced at a cost of \$7,142.40

Motion by Commissioner Knoblauch, supported by Commissioner Bales to approve replacement of the concrete floor in the Textron hanger for \$7,142.40. Motion carried.

- c. **Jet fuel storage:** After discussion of the options available, the committee requested that Joe bring a proposal to the May meeting for a 12,000 gallon Jet fuel tank with required components and a 12,000 100 LL fuel tank.
- d. **Fencing along Cadmus Road:** After discussion of the fencing options along the south side of Cadmus Road to discourage access to the lake, the committee requested that Joe bring a proposal to extend airport fencing to the east along the south side of Cadmus Road and explore options for renting the enclosed area for farming.

VII. Other Business / Public Comment

VIII. Adjournment

Motion by Commissioner Knoblauch, supported by Commissioner Bales to adjourn the meeting at 2:16 p.m. Motion carried.

MDM