

# AIRPORT COMMISSION

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## MEMBERS

*Dawn Bales, Bob Knoblauch, John Lapham*

## MEETING LOCATION

Terminal/FBO Building

**Minutes:** Monday, July 1, 2019 – 1:30 p.m.

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**Present:** Commissioners Bales, Knoblauch, and Lapham

**Also Present:** Irv Shaw, Capt. Ken Deremer (Civil Air Patrol), Jim Driskill, Martin Marshall, and Joe Malak

### I. Approval of Minutes

*Motion by Commissioner Knoblauch, supported by Commissioner Lapham to approve the minutes of the May 6, 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.

**Summer Equipment Maintenance:** There have been several equipment breakdowns recently including both large mowers being out of commission at the same time during the week prior to the MIS race. Overall, Joe rebuilt four pieces of equipment. All equipment is currently now in service.

**Crop Dusting Aircraft:** Crop services have been on the field and are expected to return for further crop spraying in the fall.

**Soaring Season:** Due to the wet weather, the Adrian Soaring Club has flown less than half of what would have typically flown by this time. However, as the weather has improved the Soaring Club is flying again.

**Grounds Maintenance:** It has been a very wet spring which makes lawn maintenance challenging. The runway and taxiway painting project was delayed due to the weather.

**Airport Buildings:** A sump pump in the old FBO, occupied by the flight school, failed and damaged finished areas of the basement. The pump has been replaced and the damage is being repaired. Work has been performed on the leaking box hangers.

**Credit Cards:** The airport experienced several issues with credit cards over the last month including not being credited with proper charges and the credit card company identifying the airport as being in Canada. Sharon has diligently worked through the issues.

**Upcoming Airport Events:**

- Faster Horses music festival (July 19-21)
- Michigan International Speedway race (August 11<sup>th</sup>)

**Maple Lane Manor Cemetery:** The cemetery remains in good condition.

*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 and revenues are at 45.64%, while expenses are at 14.31%.

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

**V. New Business:** There was no new business.

**VI. Old Business**

a) **Jet Fuel, Storage:** Joe is waiting on pricing from concrete contractors on the fuel farm plan. The current electric service will work for both the current and proposed fuel service. Joe is also working to obtain an additional quote on a fuel farm.

b) **Airport Maintenance:** Joe reported that in response to concerns and complaints about the possibility of mold in the Civil Air Patrol building, Red Cedar performed an air quality study. The report indicated no elevated mold levels in the building. Also, the tile floors have been removed and replaced. The lease has been signed by the Civil Air Patrol.

Joe is reviewing utility bills in the East Maintenance Building and is setting up metering to properly bill back utilities to the tenants.

**VII. Adjournment**

*Motion by Commissioner Knoblauch, supported by Commissioner Lapham to adjourn the meeting at 2:10 p.m. Motion carried.*