

AIRPORT COMMISSION

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MEMBERS

Dawn Bales, Bob Knoblauch, John Lapham

MEETING LOCATION

via ZOOM

Minutes: Monday, November 2, 2020 – 1:30 p.m.

Present: Commissioner Bales, Knoblauch, and Lapham

Also Present: Joe Malak, Martin Marshall, Kim Murphy, and Rebecca Borton

The meeting was opened with a moment of silence and the Pledge of Allegiance.

I. Approval of Minutes

Motion by Lapham, seconded by Knoblauch, to approve the minutes of the August 3, 2020 meeting. Motion carried.

II. Finance Report

The financial report was reviewed. Jet A fuel sales are around 43% while 100 LL fuel sales are approximately 91% of the budget revenue. Overall, revenues are at 76.83%, while expenses are at 59.26%.

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

III. Manager's Report

The manager's report included the following updates:

Grounds Maintenance: Lawn areas including Maple Lane, Manor Cemetery have been prepared for winter and spring weed control.

Flight school business is picking up.

Soaring Season: The Adrian Soaring Club had a good season and are looking forward to possibly another month of flying.

Equipment Maintenance: Seasonal equipment has been stored for winter, and heating equipment has been serviced.

Ford Fuel Truck: The 1986 F-600 100LL fuel truck has had repairs done on the brakes.

Self-serve Pump: The self-serve pump quit shutting off after fueling. The contactor that engages the pump to start had shorted, as well as, the main start controls board in

the new card reader module had shorted out. After four weeks the charges for the new \$400 control board was waived and covered by warranty; along with AEG's charges.

Building Repairs: The storage space for emergency management's PPE equipment is nearing completion and the supplies will be moved soon.

MAP Meeting 2020: The Adrian MAP meeting for Rehab Twy B; FY 20 Supplemental Disc Notice of Intent to Award project was rescheduled for November 17th.

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

IV. Old Business

Corporate Hangar: The corporate hangar is currently empty; discussion was opened regarding options for potential use.

The commission stated that once the Emergency Operations supplies are moved from the corporate hangar, they would like to continue to use it for overnight use throughout the winter. They will revisit this use next year.

V. Public Comment

There was no public comment.

VI. Adjournment

Motion by Lapham, seconded by Knoblauch, to adjourn, the meeting at 2:02 p.m. Motion carried.