

# AIRPORT COMMISSION (KADG)

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## MEMBERS

*Dawn Bales, Nancy Jenkins-Arno, Terry Collins*

**Minutes:** Monday, November 6, 2023 – 9:00 a.m.

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**Present:** Commissioner Bales, Jenkins-Arno, and Collins:

**Also Present:** Commissioner Van Doren, Kim Murphy, Shannon Elliott, Thomas Kendziora, Ashlyn Malak, Eric Rogers, Mark Jeffery, Stephanie Ward, Jennifer Ambrose, Greg Panzl, Rachel Panzl, Thea Allen, and David Panian.

The meeting was opened with a moment of silence and pledge of allegiance.

### I. Approval of Minutes

*Motion by Jenkins-Arno, seconded by Bales, to approve the minutes of the October 6, 2023 meeting. Motion carried.*

### II. Mead & Hunt Presentation

Stephanie Ward from Mead & Hunt attended the meeting to present the Airport Commission with an update on various topics. It was discussed that the Airport Layout Plan for Lenawee has been updated and is currently in the process of an airspace review. Funding for Lenawee County Airport was also discussed in terms of yearly Airport Improvement Program federal funding as well as the Bi-Partisan Infrastructure Law (BIL) grant funding. It was noted that due to an increase in traffic, Lenawee County Airport has been reclassified from a local airport to a regional airport which will increase the yearly federal funding. Finally, an overview of an obstruction removal project was presented with various steps to be taken within the next few years. Information regarding licensing requirements, funding requirements, and the obstruction scale were noted.

### III. Manager's Report

Airport Manager, Thomas Kendziora reviewed the Manager's report.

**Equipment Maintenance:** In October, the previous month's issues with the Land Pride mower deck have been resolved and parts have been replaced. The Kabota zero-turn received a new belt and alternator due to charging issues. Annual maintenance and inspections are taking place on all pieces of equipment. The storage Jet A truck showed signs of starting issues again and received a new distributor cap and rotor.

**Grounds Maintenance:** Mowing is ending aside from occasional trimmings to keep the main entrances groomed. Landscaping around buildings has been completed and shrubs have been cut for the winter. New "No Trespassing" signs have been placed around the various entrances to the airport.

**Building Repairs/Projects:** During the month, one hangar's electrical power went down from a blown breaker. It is suspected that other units are exceeding the limits of the breaker due to heaters and air compressors. The issue has been remedied and further action will be taken if necessary. Entry doors have had trouble opening and closing on hangars which has been resolved with new door handles and locks.

**Maple Lane Manor Cemetery:** The Cemetery is in good condition and accessible.

**Meetings:** October 19<sup>th</sup> was the annual MAP meeting which discusses the Airport Improvement Plan and five-year plan for allocating funding. Some projects requiring discretionary funding were planned for the airport in the upcoming years. Unfortunately, Lenawee County is not on the list to be considered for discretionary funding through 2025 due to strong competition, so those projects will need to be moved further into the future. The airport was also informed that all future discretionary funding will be with the standard 5% local match unlike the most recent runway project being 100% federally funded. Other topics during the meeting included FAA inspections, BIL Grant funding, and entitlement funding.

**Airport Operations:** A new employee has recently been hired with experience in grounds maintenance and a background as a U.S. Customs Agricultural Specialist. He is a great addition to the team and another on-demand position has been posted to aid in the winter plowing season.

#### **IV. Accepting of Manager's Report**

*Motion by Jenkins-Arno, seconded by Bales, to accept the Manager's Report and be filed. Motion carried.*

#### **V. Finance Report**

The financial report was reviewed.

#### **VI. Other Business**

Thomas provided an update on the CARES grant intended for COVID relief awarded a few years prior. The form to receive the funding has been submitted and allocated towards personnel cost reimbursement. We are currently waiting on final approval of the form.

Thomas presented the board with the completed Hangar Ground Lease Addendum and Ground Lease terms for the proposed hangar building by Mark Jeffery. Commissioner Jenkin-Arno noted some incorrect language in the Hangar Ground Lease Addendum. It was requested that the Addendum and Terms be approved pending the necessary corrections. Following this approval, representatives of Lenawee County will obtain zoning approval from Madison Township for construction.

*Motion by Collins, seconded by Jenkins-Arno, to recommend Board of Commissioner approval of the Hangar Ground Lease Addendum and Ground Lease Terms. Motion carried.*

## **VII. Public Comment**

Eric Rogers provided information on legislative action regarding wind and solar fields. Commissioner Van Doren expressed that there are representatives of Lenawee County involved the process.

Eric Rogers presented a data sheet and articles with information regarding NASCAR traffic at various airports in the surrounding area.

## **VIII. Adjournment**

*Motion by Nancy Jenkins-Arno, seconded by Terry Collins, to adjourn the meeting at 10:08 a.m.  
Motion carried.*

*TK/am*