



## LOWELL AIRPORT BOARD

WEDNESDAY, APRIL 12, 2017 AT 7:00 P.M.

LOWELL CITY AIRPORT

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF ABSENCE(S)
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. Minutes from April 12, 2017
5. FINANCIAL REPORT(S)
  - a. Financial Statement
  - b. Check Disbursement
6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
7. OLD BUSINESS
8. NEW BUSINESS
9. BOARDMEMBERS COMMENTS
10. AIRPORT MANAGER'S REPORT
  - a. Big thank you to all of the volunteers last weekend
    - a. Building 2 door repair
    - b. New rain gutter
    - c. New mulch
    - d. Re-locate the plane wash-down hose location
    - e. Repair runway lights
    - f. Several other smaller projects
  - b. Discuss the plans for the fuel area roof
  - c. Discuss farmer activity
  - d. Working on a runway from MDOT
  - e. Fuel sales update
11. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, APRIL 12, 2017 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:00 p.m. by Tom Grimm and the roll was called by Lori Gerard

Present: Jeff Altoft, Jim Myaard (arrived 7:05), Eric Nelson, Paul Nicholls, Jeff Ostrander, David Pasquale and Chairman Tom Grimm

Absent: none

Also Present: Bob Bourgette, Bruce Whitman, Greg VanStrien, Mitch Kahn, Jeff & Laura Bullis, Casey Brown and Lori Gerard

2. APPROVAL OF ABSENCES

Grimm moved and Altoft seconded to approve the absence Myaard. Motion carried.

3. APPROVAL OF THE AGENDA

Pasquale moved and Nelson seconded to approve the agenda as written. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Nelson moved and Grimm seconded to approve the minutes of March 8, 2017 as written. Motion carried.

5. FINANCIAL REPORTS

Grimm moved and Pasquale seconded to approve the financial reports. Motion carried.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Kahn noted that airport is moving in a positive direction and he appreciates Casey being responsive to his questions. Kahn also mentioned that there was a fantastic program last Saturday in Jenison. Kahn stated that he will be changing the lights in his hangar and wiring them into the system.

Bourgette stated that a larger roller will be here on the 21<sup>st</sup> to roll the runway. He also stated that there were 4 doors on the east side of hangar C that still needed work.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

Grimm question what happened to the guy who was planning to seed and mow out at the airport. Brown stated he has reached out to him but has had no response.

10. AIRPORT MANAGER'S REPORT

A. Clean up day discussion:

Brown stated that the cleanup day is set for May 6 starting at 9:00 am as per discussion at the last meeting. Brown mention that since we own the griddle we could cook up some burgers and hotdogs for lunch. Altoft agreed to get the supplies.

Bourgette questioned if Randy would be bringing out the skid steer to smooth out the property lines.

It was noted that the runway lights, taxiway lights, mulch, rain gutters and changing out the windsock were all items to be completed at work day.

Brown stated that the airport had a fire inspection and failed on 4-5 items of which he expected. Brown commented that he will get with DPW Director Rich LaBombard about getting on a schedule to spray chloride on the road to keep the dust down.

Ostrander commented that the coyotes are back and running. Bullis stated that in Allegan they have a decoy of a coyote which helps keep the deer and geese away.

Grimm moved Myaard seconded to adjourn at 7:31pm. Motion carried.

Respectfully submitted  
Lori Gerard

**AIRPORT FUND  
FINANCIAL STATEMENT  
May 8, 2017**

BEGINNING CASH 7/1/16	\$33,398.11
TIE DOWN FEE	\$216.00
HANGAR RENT AND DEPOSITS RECEIVED	\$46,638.00
INTEREST	\$20.84
MISC. INCOME	
FUEL SALES	\$1084.04
TRANSFER IN FROM GENERAL FUND	
FLY IN	\$1,144.22
<b>TOTAL REVENUES TO DATE:</b>	<b>\$82,501.21</b>
<b>EXPENDITURES TO DATE:</b>	
OPERATING SUPPLIES	\$10,477.56
PROFESSIONAL SERVICES/AUDIT FEES	55.50
CONTRACTUAL	\$1,900.00
INSURANCE	\$4,193.23
PUBLIC UTILITIES	\$3,436.67
REPAIR & MAINTENANCE	\$5,238.31
MISC. EXPENSE (PROPERTY TAXES VERGENNES TWP)	\$8,181.22
RENTALS	
PREPAID INSURANCE	
CAPITAL OUTLAY	
GENERAL FUND LOAN PAYMENT	
*EXPENSES TO LAST FISCAL	\$2,110.43
**PREPAID EXPENSE FOR INSURANCE.	
TOTAL EXPENSES:	\$35,592.92
ENDING CASH: May 8, 2017	\$46,908.29

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL  
 CHECK DATE FROM 04/08/2017 - 05/08/2017

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 581 AIRPORT FUND							
04/13/2017	GEN	69410	BERNARDS ACE HARDWARE	OPERATING SUPPLIES	740.000	000	129.99
04/13/2017	GEN	69416	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	000	21.26
04/13/2017	GEN	69418	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	801.000	000	55.50
04/13/2017	GEN	69456	TRACTOR SUPPLY CREDIT PLAN	REPAIR & MAINTENANCE	930.000	000	179.97
04/27/2017	GEN	69525	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	000	49.99
Total for fund 581 AIRPORT FUND							436.71