



LOWELL AIRPORT BOARD

Wednesday, June 13, 2018 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 May 9, 2018
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. ALEX TAYLOR UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Love Week June 25-27
 - b. Asphalt quotes
 - c. Open discussion around evening burger/potluck
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD

WEDNESDAY, MAY 9, 2018 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:00 p.m. by Tom Grimm. Dave Pasquale called roll.

Present: Jeff Altoft, Tom Grimm, Paul Nicholls, David Pasquale and Jim Myaard

Absent: Eric Nelson, Jeff Ostrander and Lori Gerard

Also Present: Bob Bourgette, Mark Lynn, Walter Pagle, Greg VanStrien, Bruce Whitman, Greg Forbes and Casey Brown

2. APPROVAL OF ABSENCES

Altoft moved and Nicholls seconded to approve the absences of Nelson and Ostrander. Motion carried.

3. APPROVAL OF THE AGENDA

Grimm moved and Myaard seconded to approve the agenda as written. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Pasquale moved and Nicholls seconded to approve the minutes of April 11, 2018 as written. Motion carried.

5. FINANCIAL REPORTS

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

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Whitman question about putting a wind sock on Building C.

7. OLD BUSINESS

No comments.

8. NEW BUSINESS

No comments.

9. BOARDMEMBERS COMMENTS.

Myaard proposed an airport map with projects and obstacles on for the board. Brown stated he would look into this.

10. ALEX TAYLOR UPDATE

Taylor was not available but sent an email with a short project update. Bourgette stated he could provide project help.

11. MIDWEST AVIATION REPORT

Pagel stated that they are getting busier and doing well.

12. AIRPORT MANAGER'S REPORT

- a. Love Week - Brown stated he has not met formally with Impact but they are planning mid-June for Love Week. Clean up ideas were to paint hangar doors but are open for other ideas.
- b. Mowing plans - It was noted that the mowers are ready.
- c. Fertilizing & weed spray plans - Grounds are looking good.
- d. Open discussion around monthly evening fly-in potluck (invite neighboring airports) - Discussion showed that there was interest once or twice a month. More info at next meeting.
- e. Making calls to get asphalt quotes for taxiways - Brown will be getting quotes for far side of A.

Pasquale moved and Myaard seconded to adjourn at 8:00 pm. Motion carried.

Respectfully submitted
Lori Gerard

**AIRPORT FUND
FINANCIAL STATEMENT
June 13, 2018**

BEGINNING CASH JULY 1, 2017	\$ 47,461.00
Tie Down fees	\$ 216.00
Hangar Rent	\$ 47,774.00
Misc Income - Fly-In	\$ 1,025.00
Fuel Sales	\$ 11,574.90
Transfer from General Fund	\$ -
Interest	\$ 122.62
TOTAL REVENUE TO DATE	\$ 108,173.52
Operating supplies	\$ 16,852.31
Professional services/Audit fees	\$ 2,479.00
Contractual	\$ 4,775.00
Insurance	\$ 4,392.00
Public Utilities	\$ 5,592.90
Repair and Maintenance	\$ 5,513.19
Misc Expenses - Vergennes Twp taxes	\$ 9,323.01
Rentals	\$ -
Prepaid Insurance	\$ -
Capital Outlay	\$ 4,800.00
General Fund loan payment	\$ -
* Expenses to last fiscal year	\$ 795.27
**Prepaid expenses for insurance	
TOTAL EXPENDITURES TO DATE	\$ 54,522.68
ENDING CASH:	\$ 53,650.84

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 581 AIRPORT FUND							
05/17/2018	GEN	71188	ARROW ENERGY, INC.	OPERATING SUPPLIES	740.000	000	4,911.87
05/17/2018	GEN	71189	BERNARDS ACE HARDWARE	OPERATING SUPPLIES	740.000	000	310.47
05/17/2018	GEN	71193	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	000	14.99
				REPAIR & MAINTENANCE	930.000	000	89.75
				CHECK GEN 71193 TOTAL FOR FUND 581:			<u>104.74</u>
05/17/2018	GEN	71195	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	000	2.78
05/17/2018	GEN	71213	MANAIRCO	OPERATING SUPPLIES	740.000	000	1,659.25
05/17/2018	GEN	71217	NELSON, ERIC	OPERATING SUPPLIES	740.000	000	40.89
05/17/2018	GEN	71218	NICHOLLS, PAUL	OPERATING SUPPLIES	740.000	000	120.64
				REPAIR & MAINTENANCE	930.000	000	214.60
				CHECK GEN 71218 TOTAL FOR FUND 581:			<u>335.24</u>
05/17/2018	GEN	71224	SELF SERVE LUMBER	REPAIR & MAINTENANCE	930.000	000	56.38
				REPAIR & MAINTENANCE	930.000	000	162.45
				CHECK GEN 71224 TOTAL FOR FUND 581:			<u>218.83</u>
05/17/2018	GEN	71231	TRACTOR SUPPLY CREDIT PLAN	REPAIR & MAINTENANCE	930.000	000	319.87
05/31/2018	GEN	71278	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	000	49.99
06/08/2018	GEN	71283	BERNARDS ACE HARDWARE	OPERATING SUPPLIES	740.000	000	33.95
06/08/2018	GEN	71288	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	000	193.67
				PUBLIC UTILITIES	920.000	000	56.00
				PUBLIC UTILITIES	920.000	000	33.64
				PUBLIC UTILITIES	920.000	000	24.13
				PUBLIC UTILITIES	920.000	000	25.26
				CHECK GEN 71288 TOTAL FOR FUND 581:			<u>332.70</u>
06/08/2018	GEN	71291	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	801.000	000	1,184.00
06/08/2018	GEN	71324	TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES	740.000	000	268.94

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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Fund: 581 AIRFORT FUND

Total for fund 581 AIRPORT FUND

9,773.52