

MEMO TO: Airport Advisory Board Members  
FROM: Duane Ellis  
SUBJECT: Airport Advisory Board Meeting Minutes – December 12, 2007

December 31, 2007

An Airport Advisory Board meeting was held at the Airport terminal building on December 12, 2007. In the absence of the Airport Advisory Board Chairman Al Bryan, Mark Marshall called the meeting to order at approximately at 5:35 p.m. Present at the meeting were Mark Marshall, Joe Rivard, Mike Verleger, Duane Ellis, and John Benzinger.

The minutes of the November 15, 2007, Airport Advisory Board meeting were reviewed and accepted as presented.

#### Central Michigan Aviation University Contacts

Discussion was held concerning the responses received by the various universities that were contacted by Mike Verleger. Mike indicated that he had contacted Baker, Western, and Lansing Community College. These universities responded to his contact by indicating their approval for the advertisement of the flight instructor opening in the university setting. Mike indicated that he would also contact Purdue, Illinois, and Bowling Green Universities.

The determination of the City Manager concerning the rent waiver to Central Michigan Aviation was discussed. The Manager has determined that waiver of the rent is not appropriate at this time. It was also discussed that an FBO permit is needed for Central Michigan Aviation to continue operating at the airport. John indicated he would contact Central Michigan Aviation with this information.

#### PAPI Project Status

John reported that the cable for the PAPI has been installed and the PAPI boxes themselves have also been installed. It was his expectation that the contractor would have these units operational by the end of December.

#### Airport Manager's Report

Discussion was held concerning the installation of fencing as proposed by the Bureau of Aeronautics at the Mt. Pleasant Airport. Fencing will be installed as currently proposed along Airport Road only during 2008. This fencing will be installed as the minority owned business portion of the project, which includes the expansion of the airport terminal. John also indicated that the federal funding program now includes crack sealing and painting. This means that the expenses for these items are now eligible for 97.5% federal funding.

John reported that the water main along Airport Road, which is being installed by Union Township, is basically complete. He indicated that eight fire hydrants have been installed along Airport Road that will assist in providing fire protection services to the airport. The water services have been placed to the

north side of the road so that they are available for connection to the building at the terminal and the corporate hangar.

John reported that the Part 135 charter operator has taken delivery of the aircraft for their proposed charter operation. The operator is currently working with the FAA on the necessary 135-charter paperwork. This process is somewhat lengthy and may not allow the charter to begin operation until mid-2008. Al Bryan, representing the charter operator, is in the process of developing the lease for a future hangar at the hangar. This hangar would be located at the west end of the field beyond the existing T-hangar buildings.

#### 2008 Federal and State Project

Discussion was held concerning the elements to be included in the 2008 project, which is primarily funded by the federal and state governments. The proposed 2008 project includes the expansion of the terminal building to allow the construction of a pilots' lounge, improved kitchen facilities, and relocate the airport manager's office. Also included in the project are the construction of fencing along Airport Road in the terminal building area and the painting of the primary runway. Crack sealing of pavements will also be included in this project.

The meeting of the Mt. Pleasant Airport Board was adjourned at approximately 6:30 p.m. The next meeting of the Airport Advisory Board will be held at the airport terminal building on Wednesday, January 9, 2008, at 5:30 p.m.

DFE/tb  
[07-208]