

MEMO TO: Airport Advisory Board Members

January 11, 2008

FROM: Duane Ellis

SUBJECT: Airport Advisory Board Meeting Minutes – January 9, 2008

An Airport Advisory Board meeting was held at the airport terminal building on January 9, 2008. Chairman, Al Bryan, called the meeting to order at 5:32 p.m. Present at the meeting were: Jerry Elliot, Mark Marshall, Mike Verleger, Al Bryan, Joe Rivard, John Benzinger, and Duane Ellis. Also present were: Deanna Heath, Janet Haynes, Dick Evans, and Jerry Hinsman.

The minutes of the December 12, 2007, Airport Advisory Board meeting were reviewed and accepted as presented.

New board member, Jerry Elliot, was welcomed to his first meeting by the Airport Advisory Board members.

PAPI Project Status

John reported that installation of the PAPI units is completed. The only remaining element before they are operational is for the FAA to flight-check the approach instruments. Unfortunately, due to backlogs in the FAA completion of work, this may not be accomplished until this summer. John will check with the Michigan Aviation Bureau to see if they can help in encouraging the FAA to flight-check these units before that time. The difficulty lies with the removal of the VASI units for the installation of the PAPIs, and now neither unit is available for use at the airport.

Airport Manager's Report

John reviewed the basic elements of the Airport Manager's Report. He indicated that fuel sales rebounded strongly in December, with the overall result of a total fuel sale of just over 60,000 gallons for 2007. This level of fuel sales is very much in line with previous years where 61,000 gallons were sold in 2006, and 59,600 gallons were sold in 2005. The primary sales volume was the result of Jet A fuel sales at 32,600 gallons. John noted that the 2007 snow removal budget had been relatively healthy until the month of December. During December, several severe snowstorms resulted in over \$6,000 of snow removal costs for December alone. John reported that the water main installation has been completed along Airport Road, with the exception of the final clean up, which will be in the spring.

John reported that he has decided to stay with the current fuel supplier, AvFuel, for low lead and Jet fuel. The primary reason for this decision was that AvFuel provides benefits to the users and discounts on price for large contact

Airport Advisory Board Meeting Minutes – January 9, 2008

users, for corporations such as Net Jet and Flight Options. This discount does not require any change in the pricing structure by the City, but is totally handled by AvFuel. John is also looking into the option of signing up with AvFuel as a contract site for their users. The total impact of this on the City is unclear, but the belief is that it would be a positive encouragement for large users to purchase fuel at Mt. Pleasant. John and Duane will review the proposed contract in detail and a final decision will be made.

Mike Verleger reported that he has contacted three additional universities concerning the availability of flight training instructors. Mike indicated that Purdue, Bowling Green, and Emery are also willing to post job openings that might be available for flight school employees. Al Bryan noted that in the absence of the owner of the aviation school, it is difficult for the board to advertise or take other steps without his input. Contact will be made with Dave to determine his interest in proceeding with some of the efforts that have been done by Mike and others on the board.

Janet Haynes, owner of the Diner Restaurant, was present at the meeting to discuss the possibility of constructing a small restaurant at the airport. Her primary purpose for attending the meeting was to gauge the interest of the Airport Board for such a facility. In general the board was very supportive of her interest, and encouraged her to proceed with evaluating this possibility. It is likely that the restaurant may not operate continuously and may be a diner-style restaurant without a full menu. John will check with the Bureau of Aeronautics to determine if there are additional lease regulations that the City must adhere to for non-aviation leases at the airport. This issue will be discussed further at the next Airport Board meeting.

The meeting of the Mt. Pleasant Airport Advisory Board was adjourned at approximately 6:35 p.m. The next meeting of the Airport Advisory Board will be held at the airport terminal building on Wednesday, February 13, 2008, at 5:30 p.m.

