

MEMO TO: Airport Advisory Board

July 22, 2008

FROM: Duane Ellis

SUBJECT: Airport Advisory Board Meeting Minutes – July 10, 2008

An Airport Advisory Board meeting was held at the airport terminal building on July 10, 2008. Chairman, Al Bryan, called the meeting to order at 5:30 p.m. Present at the meeting were: Mike Verleger, Al Bryan, Mark Marshall, Jerry Elliot, Joe Rivard, John Benzinger, and Duane Ellis.

Minutes of the June 12, 2008, meeting were approved as presented.

Airport Manager's Report

John reported that Sparling Corporation performed a tank certification maintenance and check for the fuel tank system. Sparling has been designated by the State of Michigan to provide certification checks under a contract for all aviation fueling systems. As part of the inspection, Sparling completed minor work on the fuel system including changing filters and checking the tanks for cleanliness.

John has been contacted by the Michigan Association of Airport Executives to hold a portion of their planned conference on September 17th at the Mt. Pleasant Airport corporate hangar. Approximately 150 people will be in attendance. After reviewing the plan for this meeting, John declined to serve as host because of their desire to serve alcohol at the event. Alcohol consumption is not allowed for safety reasons at the airport.

The rehabilitation of the airport terminal began on June 23rd by JBS Contracting. The demolition of the interior facilities has been completed and rough-in carpentry work is expected to be completed in the next week. The rough carpentry for the expansion of the facility has been completed, and the roof has been placed on the expansion area. Currently the plumbing contractor is on site and beginning work.

During the construction process, the roofing contractor pointed out that the existing roof is in poor condition and needs to be replaced. Following the completion of the terminal expansion, quotations will be received for replacement of the roof, which is in excess of 30 years old.

During the construction of the terminal building rehabilitation, several modifications to the construction plan have been identified. The most significant has been the requirement by the building inspector for the installation of a drywall fire barrier throughout the entire ceiling area of the existing terminal building. Additional electrical outlets and other modifications have been identified, which

will be included in a change order to JBS Contracting to make the necessary modifications. Joe Rivard suggested that a power strip in the weather room would be extremely helpful to pilots visiting the Mt. Pleasant Airport. In addition, a window to the weather room to provide more visible access to the room was discussed. Discussion was held concerning equipping the flat screen television set with a wireless card in the conference room for use by individuals needing to make Power Point-type presentations during business meetings.

Several ideas for landscaping, security system camera options and other aesthetic improvements to the terminal area were discussed.

John reported that the LPV approach is fully functional and is being used by pilots utilizing the field. However, the approach has not been published yet so it has not been formally approved.

Verizon has contacted John concerning the existing pay phone at the terminal. It was Verizon's request to remove the phone because of the low volume of revenue that it is generating. If we wish to keep the phone as it is, a fee of \$75.00/month will be charged to the airport. Discussion was held concerning the possibility of obtaining advertisements to help offset the cost of this phone. Other options for the provision of a standard phone without requiring coin-operation were also discussed.

John reported that he is planning for an open house in the fall once the terminal building has been completed. The goal is to show off the new facility to the users and general public in Mt. Pleasant.

The meeting was adjourned at 7:00 p.m.

The next meeting of the Airport Advisory Board will be held at the airport terminal building on Thursday, August 14, 2008, at 5:30 p.m.