

MEMO TO: Airport Advisory Board Members

May 14, 2010

FROM: Duane Ellis

SUBJECT: Airport Advisory Board Meeting Minutes – May 13, 2010

An Airport Advisory Board meeting was held at the airport terminal building on May 13, 2010. Chairperson Joe Rivard called the meeting to order at 5:30 p.m. Present at the meeting were: Joe Rivard, Jerry Elliot, Scott Schlosser, Al Bryan, Mike Verleger, John Benzinger, and Duane Ellis. The minutes of the April 8, 2010 meeting were presented and accepted.

Airport Manager's Report - John reported that he is experiencing an increase in the groundhog population at the airport. As a result, he is working to repair the damage caused by the groundhogs and to minimize their population and impact on airport operations.

John reported over the past two months two new T-hangars were leased. He also indicated he is experiencing problems with the Internet interface for QT Technologies, which provides the software for the operation of the automated fuel console. John is working with WinnTel and Verizon to correct this problem.

The day of the meeting, John reported that seven corporate jets used the facility, which he attribute to the sales event held by Morbark. In addition, because of the weather, six aircraft were stored in the corporate hangar. This is the third or fourth time this year that the maximum capacity of the corporate hangar has been utilized due to weather issues.

John reported that the clean up problem located at the far east end of the airport by one of the private hangars has been substantially cleaned up. The final requirement is the removal of the last large bus, which is parked at the facility. John and Todd are working with the property owner to resolve the issue.

The environmental assessment that is being prepared through a grant from the Bureau of Aeronautics should be completed by the end of May. Molly Lamrouex reported to City Staff that the basic outline of the environmental assessment has been completed and she expects a finding of no significant impact to be issued as a result of this study. The next step in the land purchase process will be for the City to receive the necessary funding at the Michigan Aeronautics Commission meeting on July 28. As a follow up, Duane contacted Chip Krause of the Bureau of Aeronautics who indicated that the funds will be transferred to the City's account at the July 28 meeting.

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The drainage project for the corporate hangar area has been bid and awarded to The Isabella Corporation. A preconstruction meeting has been held with Isabella Corporation and they will install the necessary drainage improvements beginning in June or July of this year once the water table has dropped.

The meeting of the Airport Advisory Board was adjourned at 6:15 p.m. The next meeting of the Board is scheduled for Thursday, June 10 at 5:30 p.m. at the airport terminal building.

DFE/tb
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