

Airport Advisory Board
Thursday, April 12, 2012

I. Call to Order / Roll Call

Meeting called to order at 5:30 p.m.

Members Present: Cathy Tilmann, Donna Kriss, Glen Irwin II, and Mike Verleger

Absent: Dr. Elliot

Staff Present: John Benzinger, Roger Rouse, and Mary Ann Kornexl, City Treasurer

Guests Present: Adam Raycraft, Dick Evans, Darrell and April Jones, and Mark Drumheller

II. Approval of Agenda

Motion by Chairman Verleger, support by Kriss to approve Agenda as listed.

Motion approved

III. Approval of Meeting Minutes

Motion by Chairman Verleger, support by Kriss to approve the Minutes from the March 8, 2012, meeting as submitted.

Motion approved

IV. Approval of Special Meeting Minutes

Motion by Chairman Verleger, support by Kriss to approve the Minutes from the March 29, 2012, special meeting as submitted.

V. Review of T-Hangar/Corporate Hangar Rent

Mary Ann Kornexl, City Treasurer, explained that the "Working Capital Statement" is a fluid document. It shows what we have available to spend to meet current obligations.

Assigned monies were included on the last page of the Agenda for oncoming years, (Summary of Projects).

Benzinger stated that the future federal funding split will change to 90% federal, 5% state, and 5% local, instead of the 2.5% current local share. For instance, if runway expenses are estimated at \$3.5 million, Rouse stated that the City's share would be 5% or about \$175,000.

Mary Ann clarified that purchases ranging in price from \$0 - \$5,000 can be at Benzinger's and Rouse's discretion; if from a single source, state as such.

Quotes are required for purchases between \$5000-\$10,000. Formal bids must be taken for purchases of \$10,000 and above, with a recommendation by the Board to the City Commission, and approval granted by the City Commission.

A discussion is to be conducted with Mead & Hunt on how to secure more T-hangar tenants. Currently 17 of the 32 T-hangars are rented; John said six hangar tenants were lost due to attrition.

Mary Ann will add a couple new line items for corporate hangar rent; T- hangar, transient, and office rent will be included.

A discussion ensued regarding the cost of investing in corporate flights verses getting the equipment to service them.

VI. Airport Manager's Report

Airport security is of utmost importance, a discussion ensued. Benzinger was given approval to order cameras and additional signage (he will order signs).

Benzinger stated he received notification of approval by the DEQ for the fuel system. They were impressed with the painting of the tanks and the signage made and donated by Darrell Jones.

Jet A went up in price \$.32/gal. with the last purchase.

VII. Old Business

Mower Purchase

Benzinger purchased a Zero Turn Radius Mower "X MARK", with a welded deck from Doug's Small Engine.

HATS Proposal

HATS decided to use a different venue.

Corporate Hangar Apron Rehabilitation

Mead & Hunt is looking at a late August /September construction date. Benzinger explained that construction will take place in stages in order to continue to serve customers.

VIII. New Business

Review of the Rules of Order for Airport Meetings

As the Board grows, ever important is how to run the meetings. It was agreed to adopt basic rules of order:

- 1) Chairman will run the meeting; members will wait to be acknowledged before speaking; and
- 2) Option to ask for public comment: at the beginning of the meeting for Agenda items and again at the end of the meeting for non-Agenda items.

Discussion

Board does not debate with audience members;
May have option to include additional Agenda items or non-Agenda items for the next meeting; and
Chairman may acknowledge others in an orderly fashion.

Evans clarified "Point of Interest" in that if a special speaker was at the meeting, to have him/her answer all pertinent questions before leaving.

Review of Capital Project List – 2013-2017

Vehicle purchase may occur sooner if approved with 2% funds;
Jet A fuel cabinet may be stainless steel when rebuilt;
May need to do a feasibility study on additional corporate hangar rent; and
Benzinger mentioned he already had a list and pictures of the number of planes that came through; Mead & Hunt was impressed with the number.

IX. Miscellaneous

Congratulations to Benzinger and the airport for the very nice article "Searching for Bigfoot" in the local *Morning Sun* newspaper.

Tilman requested input on how to get more T-Hangars rented. It was stated that maybe this needs to be a special meeting topic. Rouse said Mead & Hunt may be contacted regarding this, and it should also be in the Master Plan.

Kriss stated that she continues to investigate and gather information regarding starting a Civil Air Patrol. Tilman stated that CAP would be an ongoing source of new pilots, and is totally airport related.

A discussion ensued regarding possible classes at the Mt Pleasant High School Vocational Center for anything from a Ground school to an Aircraft Mechanics school.

X. Public Comment

Evans stated that Mead & Hunt is in the business of building airports, and their recommendations may not be what are in the best interest for Mt. Pleasant. Does the cross-runway really need to be paved? With the expansion of runways, comes the obligation for the increased maintenance of plowing snow, lighting, etc.

Evans brought up the appropriate future growth of the other side of the airport as the current frontage is getting low. For example, the Pontiac Oakland Airport is closely packed among buildings, and wanted to charge the Board "not to be short sighted in long-term planning". A discussion followed, which included T-hangar rentals for those building experimental aircraft, aircraft mechanics, and for training in those Lycoming engines for vocational technology.

Raycraft brought up the DAN OTTO report, and the fact he has yet to receive a copy. Rouse stated he had sent it to the lawyers, and is waiting for a response. A discussion followed.

Raycraft brought up airport security and breaches of security. He described an event at the Ionia Airport involving T-hangars. A discussion followed.

XI. Adjournment

Motion by Kriss, support by Irwin, to adjourn.

Meeting adjourned at 7:15 p.m.