

City of Mt. Pleasant, Michigan  
Airport Advisory Board  
Thursday, February 11, 2016  
Meeting Minutes

- I. Call to Order / Roll Call  
The meeting was called to order at 5:31 p.m.  
Present: Glen Irwin, Cathy Tilmann, Patty Stangle-Krcmarik, and Sam Staples;  
Mark Drumheller arrived shortly after 6:00 p.m.  
Staff Present: John Zang and Chris Coale
- II. Approval of Agenda  
Motion by Staples, support by Tilmann to accept as written.  
Motion passed.
- III. Public Comment on Agenda Items  
None
- IV. Approval of Meeting Minutes  
Staples questioned the comment in paragraph 4, under “New Business: Courtesy Car”, which stated that “Board members cannot ask for the City.”  
Motion by Staples to strike the comment regarding board members not being able to ask for the City. Motion failed for lack of support.  
Motion by Stangle-Krcmarik, support by Irwin to approve the minutes of the January 14, 2016 meeting.  
Motion passed.
- V. Airport Manager’s Report  
Coale gave the Manager’s Report.  
Coale reported that traffic was on par with January, however, there was less GA traffic. Fuel sales are better. The Jet fuel price is competitive with other area airports.
- VI. Old Business  
Manager Update – Zang reported that a format request needs to be submitted to the Senior Management Team for approval. The request must include all projected costs for the new full-time, 40-hr./wk. position, the proposed part-time, 16-20 hr./wk. position, and the on-call positions. The timeline for completing/submitting the request is by the end of the week so the position(s) can be posted.  
  
Farming Property – the bids were discussed. The discussion centered on differences in the actual bid amounts, potential for problems i.e. dust, attracting animals, and equipment access to farming grounds.  
  
Motion by Staples, support by Irwin to recommend the bid from Klumpp: Vote was Yea 2, Nay 3. Motion denied.

Motion by Drumheller, support by Irwin to recommend the bid from Bean: Vote was Yea 2, Nay 3. Motion denied. No recommendation for either bid was made by the Advisory Board.

Tree Abatement/Land Acquisition – Zang reported that the firm of Mead & Hunt is currently contracted by the City to complete the project. MDOT ARROW questioned whether the tree abatement/land acquisition was covered by the current Professional Services Agreement. They indicated that the Professional Services Agreement must be modified to comply with MDOT requirements.

Courtesy Car – Staples may have found a car for the airport, but insurance will need to be found. Zang stated that Matt Baker is checking on potential ways to insure a vehicle.

VII. New Business  
None

VIII. Public Comment on Non-Agenda and Agenda Items  
None

IX. Announcements on Airport Related Issues and Concerns  
Staples asked if security at the terminal is an issue. Coale stated there haven't been any issues at the terminal. Coale said he typically unlocks the front door in the morning, and returns in the evening to lock it. The field side door is always unlocked so pilots can access the building. Drumheller stated that the combination codes for smaller GA airports can be found on the state's website.

Zang stated that all of the known deer blinds have been removed from the property.

Zang reviewed concerns of people wanting to access Indian Pines from River Road.

X. Adjournment  
Motion by Staples, second by Irwin to adjourn the meeting.  
Motion passed.

Meeting adjourned at 6:56 p.m.

The minutes were recorded by Patty Stangle-Krcmarik and Mark Drumheller.