

Grand Haven Memorial Airpark Airpark Board Meeting Minutes February 21, 2017

Meeting called to order: at 5:30 pm

Chairperson Ben Ennenga

Present: (Board Members) Crystal Bultje
Ben Ennenga
Jack Frost
Paul Rose
Tony VanHouwelingen

Tom Manderscheid (Board Liaison)
Earle Bares (Airport Manager)

Absent: Craig Christilaw (excused)

Guests: Dennis Scott (City Council)

Motion by Paul Rose, supported by Ben Ennenga to approve the Board Meeting minutes of January 24, 2017. Motion passed unanimously.

Call to Audience:

Earle Bares speaking on behalf of Grand Haven Aviation Association and EAA Chapter 211:
ACE Camp is not being held this summer due to a lack of both funding and volunteers. However, GHAA is moving forward with plans for a kid's day this summer.

Dawn Patrol is scheduled for August 12 and will happen. Funding and volunteers will determine what other activities may or may not happen on that day as well.

11 members were present at the last EAA Chapter 211 meeting. They discussed the possibility of painting the roof of the EAA building and the fuel tanks.

Old Business: None

New Business:

- A motion by Jack Frost and supported by Paul Rose was made to recommend to City Council that they approve the purchase of the air easement rights to Parcel E61 in the amount of \$26,500.00 plus \$5,700.00 attorney fees. City will seek reimbursement of 95% of the total settlement from State and Federal resources.
- A motion was made by Tony VanHouwelingen and supported by Paul Rose to recommend to City Council approval of a Professional Services Contract with Prein &

Newhof in the amount of \$8,750.00 for bidding services and construction administration. City will seek 95% reimbursement of the total agreement.

FBO Report:

Earle Bares (Airport Manager)

Earle had been alerted in December to the fact that The City of Grand Haven Airport Storm Water Certificate of Coverage had expired last April. E2 is continuing to work with the City's DPW and the Michigan Department of Environmental Water Quality Resources Division to obtain a renewal of the Certificate.

Randy Coller from MDOT inspected the airport on October 31, 2016. Several items were identified that require corrective action and as a result the Grand Haven Airport has been issued a provisional license that prohibits state or federal grants from being distributed to the airport with the exception of eligible projects that will correct the deficiencies noted in the inspection report. The provisional license expires at the end of Jan.

Update: The north, south and west approaches are now clear of trees in the approach path are in compliance. Efforts to clear the remaining trees in the east approach are ongoing.

Due to the improved weather in January, airport operations averaged 4 per day compared to 2.5 in December.

There are currently 5 hangars available for rental.

There are no significant changes from last month's FBO report other than E2 is intending to provide both a courtesy car and bicycles to incoming pilots.

See FBO report handout for additional details

Administrative Liaison Report:

Tom Manderscheid

Accounts Receivables:

Accounts receivables arrears to date are \$6,600.00 as of 5-15-2017

Liquidity:

The Airport fund cash balance as of 2-21-2017 stands at \$23,647.00

Multi-Purpose Room

FY2017 Revenues total \$6,600.00 and for the life of the room revenues total \$23,521.00

Lighting Project: Since the new LED lights were installed at the airport 14 months ago, our electric usage indicates a reduction of 18.4% which equals a cost savings of \$2,370.47 for the same period. We should see a payback, minus the rebate, in 24 months.

Maintenance Hangar: We have placed into the FY2017 budget to replace the east exterior wall. I will be getting a cost estimate to remove the stucco exterior finish, replace the two windows and place steel sheeting (same color to match the building). We will also look at insulating the wall on the exterior and finish it in OSB board and then paint. The original bid told Dan that they can't get the work done yet this year and has dropped out. We did receive another bid and were waiting on the second bid this weekend. Dan Vivian has received one bid of just over \$5,000.00 and will be getting another bid to compare.

Administration recommended the Grand Haven City Council award the work to Gancarz Construction in the amount of \$7,833.00. City Council voted 5-0 to award. Gancarz Construction has ordered the windows and is waiting for them to arrive.

Update:

The two windows that were ordered for the project are now in and the contractor has two kitchen jobs started and wants to finish before coming to the Airport. The siding color on the east wall will be a close match to the rest of the maintenance building.

Provisional License: A response letter has been sent back to Randy Coller, MDOT stating our action plan to make corrections.

Update: An extension letter was created and sent to Randy Coller, MDOT on January 3, 2017. Tom called Randy and agreed to an extension of May 31, 2017. In the letter, Randy was provided a progress report of the work activity that has occurred thus far.

2nd Call to Audience: None

Motion made by Jack Frost and supported by Paul Rose to adjourn the meeting at 6:54 pm.
Motion passed unanimously.

Respectfully submitted,

Jack Frost
Airpark Board Secretary