

**Grand Haven Memorial Airpark**

**Airpark Board Meeting Minutes**

**February 26, 2019**

**Meeting called to order:** at 5:33 pm by Temporary Chairperson Richard Clapp

**Present: (Board Members)** Tony Van Houwelingen

Richard Clapp

Chris Kostamo

Craig Christilaw

Tom Manderscheid (Temporary Board Liaison)

Earle Bares (Airport Manager)

**Absent:** Ben Ennenga (excused)

**Guests:** Dennis Scott (Grand Haven City Council Member)

Pat McGinnis (Grand Haven City Manager)

Rex Singerling (Grand Haven Airport tenant)

**First Call to the Audience:** 1. Earle Bares (Grand Haven Aviation Association and EAA Chapter 211) GHAA Dawn Patrol is June 1, 2019. GHAA Hanger Dance is September 14, 2019. GHAA membership is not in favor of closing Grand Haven runway 18/36, citing safety concerns. Next GHAA meeting is March 2, 2019. February EAA Chapter 211 meeting was cancelled, and the next meeting is March 1, 2019.

**Acceptance of the January 22, 2019 Airport Board Meeting Minutes:** Motion by Craig Christilaw, supported by Chris Kostamo, to approve the minutes. The motion was passed unanimously.

**Acceptance of the Financial Statement for February 2019:** After discussion of corporate aircraft landing fees and interest expense of aircraft fuel purchases, motion by Richard Clapp, supported by Chris Kostamo, to approve the document. The motion was passed unanimously.

**New Business:** Earle Bares discussed the upcoming Dawn Patrol at the Grand Haven Airport, and asked the board to vote to show support for the event. Motion by Richard Clapp, supported by Craig Christilaw, to approve the plans and show support for the 2019 Dawn

Patrol. The motion was passed unanimously. Earle Bares also discussed the upcoming Hanger Dance, and asked the board to vote to show support for the event. Motion by Chris Kostamo, supported by Richard Clapp, to approve the plans and show support for the 2019 Hanger Dance. The motion passed unanimously. Earle Bares also discussed the desire by SkyDive Grand Haven to allow food trucks to sell food and soft drinks at the Grand Haven Airport during skydiving operations. This subject will be examined by officials at the City of Grand Haven, and will be reported upon at a future board meeting.

**Old Business:** 1. Update on tree trimming and removal – to be reported in Administrative Liaison Report. 2. MDOT AERO Sponsor Grant 2019-0232 - to be reported in Administrative Liaison Report. 3. Beacon Light Progress – to be reported in Administrative Liaison Report. 4. Hanger Occupancy Report – Earle Bares reported that all hangers designated to hold aircraft were indeed filled with aircraft. At this time, the airport has no empty hangers. 5. Boards and Commissions Dinner will be April 30, 2019, at 5:30 pm.

**Airport Manager Report – Earle Bares:** 1. Activity at the airport is substantially down, due to the poor weather conditions. 2. Due to extreme weather, the airport was closed twice since January 1, 2019. FAA NOTAMS were issued, as per FAA Regulations. 3. There are no airport NOTAMS currently in the system. This is due to proper tree trimming, continuing maintenance of the runways and runway lighting systems. 4. Tree trimming has been delayed due to the bad weather. Airport Management is working on obtaining easements for Parcels E64 and E63, and getting permission to trim on Parcel E62. 5. Earle discussed Runway 18/36 usage during times of Northerly and Southerly winds. This was based on NOAA wind rose data. 6. Airport Activity – 197 aircraft operations, 459 gallons of fuel sold, current fuel price \$4.44, 49 total aircraft on the field, 5 aircraft worked on by Orion Aircraft Services. 7. Airport Facilities – Terminal and Maintenance Building are normal, runway crack seal will be repaired in the spring, fuel farm is normal. 8. Flight Operations – a Cessna 172 has been purchased, recently completed a FAA Annual Inspection, and will be rented for \$130.00 per hour. 9. Fuel Operations – Due to lower fuel costs, Earle is expecting to offer lower fuel prices the next time fuel is delivered to the airport.

**Administrative Liaison Report – Tom Manderscheid :** 1. **Accounts Receivables** – Accounts Receivables 60-90 days in the arrears is at zero dollars. Accounts Receivables over 30 days in the arrears is \$2,280.00. 2. **Liquidity** – Airport Fund Balance is \$159,144.86 as of 2/18/2019. The Community Hanger Door has been paid which leaves a balance of approximately \$88,000.00 within the insurance reimbursement settlement. 3. **Local Trees 100%** - Except for removing 5 stumps, the tree trimming project is complete. The project is at budget but some yard cleanup will be additional cost. The original cost proposal of \$17,650.00 plus an additional contingency of \$2,350.00 was approved by Grand Haven City Council. The addition cost of yard

cleanup should cost approximately \$1,000.00. A parcel on the east side of the airport may have trees in violation, and the airport management is working with the property owner to find the proper solution. **4. Beacon Light** – The County Line Power LLC contract has been received, processed to City Council who approved it and then returned it to Prein & Newhof. The MDOT AERO Grant 2019-0232 in the amount of \$75,000.00 has been received, approved by City Council, and returned to MDOT. There is a 22 week lead time on the beacon, and it should be installed this summer. **5. Preparation of the 2019/2020 Operating and Capital Budget** – Tom and Earle have worked on the budget, to be delivered to the City Manager by the third week in February. **6. Capital Improvement Program 2019-2020** – Prein & Newhof has been directed to begin the process of acquiring two parcels of the three parcels identified on the east approach. Also, Prein & Newhof will begin working with MDOT on the designing of Runway 9/27, which will be resurfaced within the next few years.

**Final Call to the Audience** – Rex Singerling (Grand Haven Airport pilot and tenant) discussed the safety advantages of having Runway 18/36 available during strong winds.

**Adjournment** – Motion by Richard Clapp, supported by Craig Christilaw, to adjourn. Motion passed unanimously at 6:41 pm.

**Respectfully submitted,**

**Craig Christilaw**

**Grand Haven Airpark Board Secretary**