

Grand Haven Memorial Airpark

Airpark Board Meeting Minutes

March 26, 2019

Meeting called to order: at 5:30 pm by Chairperson Ben Ennenga

Present: (Board Members)

Ben Ennenga

Tony Van Houwelingen

Richard Clapp

Chris Kostamo

Craig Christilaw

Tom Manderscheid (Temporary Board Liaison)

Earle Bares (Airport Manager)

Guests:

Dennis Scott (Grand Haven City Council Member)

Rex Singerling (Grand Haven Airport tenant)

William Doolittle (Grand Haven Schools Bus Driver)

First Call to the Audience: 1. William Doolittle shared information with the Board that a Grand Haven School Bus was driving west on Comstock Avenue and noticed an aircraft approaching the airport with the intent to land on Runway 18. According to the driver of the GH School Bus, the aircraft was so low to the ground that the driver was forced to slow the bus to avoid a possible collision with the aircraft. The Board agreed that this was a very unusual situation, and that a memo should be sent to all local pilots asking them to be vigilant when landing on Runway 18. 2. Earle Bares (Grand Haven Aviation Association and EAA Chapter 211) GHAA Dawn Patrol is June 1, 2019. GHAA Hanger Dance is September 14, 2019. EAA Chapter 211 Chili Challenge was held on March 1, 2019. Next meeting is April 5, 2019.

Acceptance of the February 26, 2019 Airport Board Meeting Minutes : Motion by Chris Kostamo, supported by Ben Ennenga, to approve the minutes. The motion was passed unanimously.

Acceptance of the Financial Statement for March 2019: After discussion of Federal and State Grants, motion by Richard Clapp, supported by Craig Christilaw, to approve the document. The motion was passed unanimously.

New Business: Tom Manderscheid discussed the desire of Skydive Grand Haven to allow a food vendor (Pappa J's Chili Dogs LLC operated by Stacy O'Connell) to provide snacks and soft drinks on April 20, 2019 to Skydive Grand Haven customers and visitors. This company already has a Muskegon County Food License as well as Liability Insurance, and the Board was asked to pass a motion to show support of this endeavor. Motion by Ben Ennenga, supported by Richard Clapp, to allow Pappa J's to serve Skydive Grand Haven food and soft drinks on April 20, 2019. Motion passed unanimously.

Old Business: **1. Update of Tree Trimming/Removal** – Earle Bares reported that the entire project is complete. All grinding, raking, and top soil covering is complete, and the project was completed on budget. **2. Prein & Newhof** – Amendment #3 was needed because the original Airport Rehab contract proposal required by the FAA had a budget of \$11,000.00, and this figure was approved by City Council. However, the FAA changed the requirement to a less costly option (\$7600.00), thus the need to amend the proposal from Prein & Newhof. **3. Beacon Light Progress** – the new fold down airport beacon will not be manufactured until August 27, 2019, and the beacon will be installed shortly after it arrives from the manufacturer. **4. Hanger Occupancy Update** – Grand Haven Airport now has 52 aircraft based at the field as of March 26, 2019. **5. Boards and Commissions Dinner** will be April 30, 2019.

Airport Manager Report- Earle Bares: **1. Runway 9/27** rehabilitation process has begun. The design process will be in 2019, with the actual rehab/repair will occur in 2020. **2. Safety and informational meeting** regarding Skydive Grand Haven will be April 6, 2019 at 2:00 pm at the Grand Haven Airport. **3. Airport Activity for February 2019** – 134 aircraft operations, 376 gallons of fuel sold at \$4.44 per gallon. **4. Airport Facilities** – Maintenance Building door seals need to be installed, some lighting ballasts need replacement, flag pole needs a new cable, some taxiway edge lights need replacement, fuel farm over fill alarm has been repaired. **5. Flight Operations** – The new Cessna 172 has flown, and a flight instructor is being sought.

Administrative Liaison Report – Tom Manderscheid : **1. Accounts Receivables** – Accounts Receivables 60-90 days in the arrears is zero dollars. 30 days in the arrears is \$31.50. Third quarter hanger tenant invoices were recently sent to tenants, which totals \$25,465.00. **2. Liquidity** – The Airport fund balance as of February 28, 2019 is \$155,234.37. **3. Local Trees 100%** - The tree trimming project is complete (except 5 stumps). The original cost proposal (\$17,650.00) plus the contingency fund (\$2,350.00) covered all costs, but there may be an additional cost of \$1,000.00 for final cleanup. The Airport management is investigating a parcel on the east side of the field that may have trees in violation, and management is working with the property owner on a suitable solution. Management is going to survey the two new parcels that will be acquired soon and then work on a solution for the trees in violation. **4. Beacon Light** – The County Line Power LLC (installer of the new beacon) contract has been signed by all

parties. The MDOT-AERO proposal 2019-0232 in the amount of \$75,000.00 has been received, approved by City Council, and returned to MDOT. Airport Management is currently waiting for signed copies from MDOT. **5. 2019-2020 Operating and Capital Budget** – the operating and capital budgets have been submitted to the City Manager’s office. **6. Capital Improvement Program 2019-2020** – Prein & Newhof has been directed to begin the process for acquiring two parcels of the three parcels identified on the east approach. Prein & Newhof will begin working with MDOT on the design of the rehab and repair of Runway 9/27. **7. F-100 Fighter Jet Monument** – The City of Grand Haven recently received an inquiry from the Kalamazoo Air Museum regarding the F-100 Fighter Jet Monument, located at the entrance of the Grand Haven Airport. The Museum was interested in acquiring the F-100, but the City has no interest in removing the monument, especially since the F-100 is actually on loan from the U.S. Air Force to the City of Grand Haven. **8. Hanger Occupancy** – Earle Bares continues to work with the current tenants that have been notified by the City that they must vacate the hanger, in order to allow aircraft to be stored in these hangers.

Final Call to the Audience – No comments.

Adjournment – Motion by Ben Ennenga, supported by Chris Kostamo, to adjourn. Motion passed unanimously at 6:48 pm.

Respectfully submitted,

Craig Christilaw

Grand Haven Airpark Board Secretary