

**Grand Haven Memorial Airpark
Airpark Board Meeting Minutes**

April 23, 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 (Board Liaison)

Earle Bares (Airport Manager)

Guests:

Rex Singerling (Grand Haven Airport tenant)

Tom Howard (Grand Haven Airport supporter)

Dennis Scott (Grand Haven City Council Member)

First Call to the Audience: 1. Earle Bares (Grand Haven Aviation Association and EAA Chapter 211) – GHAA Hanger Dance is September 14, 2019. GHAA Dawn Patrol is June 1, 2019. Will include Young Eagle flights, Coast Guard helicopter, and military North American T-28 aircraft. EAA Chapter 211 next meeting is May 3, 2019.

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

Acceptance of the Financial Statement for April 2019: After discussion about Capital Projects, Expenditures, and Revenues, motion by Richard Clapp, supported by Ben Ennenga, to approve the document. The motion was passed unanimously.

New Business: Ben Ennenga mentioned that the airport flagpole is inoperative, and Earle Bares noted that special equipment (cherry picker style lift) was needed to repair the flagpole.

Old Business: 1. Update Tree Trimming/Removal 100% Local – Earle Bares reported that the tree trimming is complete, with all stumps removed and cleaned up. The Stanco property

looks great, and Airport Management is very happy with the performance of Get-R-Cut. This project was completed under budget by approximately \$1,000.00. MDOT will accomplish a survey of the properties this fall. **2. Hanger Occupancy Update** – In March 2019, letters were sent to four store/lock tenants, requesting that they vacate their rented hanger. Three of the four hangers will be vacant by May 15, 2019, and the fourth will be vacated at a future date. Perry Brothers, currently in D Row hangers, will be moving to B Row hangers in the near future. **3. Boards & Commissions Dinner, April 30, 2019. 5:30 pm.**

Airport Manager Report – Earle Bares: **1. Grand Haven Airport** has gone from 24 aircraft to 54 aircraft based at the field. Fuel sales have gone from 6,000 gallons per year to 20,000 gallons per year. Current fuel revenues to the City of Grand Haven are now approx.. \$10,000.00. **2. Meeting with Skydive Grand Haven** and local pilots was held on April 6, 2019. Nine local pilots and forty-five (45) Skydive Grand Haven jumpers and pilots attended. This meeting was to discuss local operations and safety procedures. **3. Airport Activity for March 2019** – 383 aircraft operations, 938 gallons of fuel sold. **4. Airport Facilities** – Maintenance Building door seals will be installed soon, and lighting system will be repaired. Runway lights and taxiway lights will be replaced as needed. Also, a new summer employee has been hired (Doug Furton) to maintain the airport grass and building facilities. **5. Safety Issues** – “Low Flying Aircraft” signs need to be replaced on Comstock Street and Hayes Street. The City has been notified and will be completed within two weeks. **6. Aircraft Maintenance** – Seven (7) aircraft were worked on, with one major engine overhaul completed. **7. Flight Operations** – The recently purchased Cessna 172 is now ready for operations, and a flight instructor (Buster Bedrosian) has been hired. **8. F-100 Monument** – The City of Grand Haven Fire Department has volunteered to assist in the washing of the jet the week of May 13-17, 2019.

Administrative Liaison Report – Tom Manserscheid : **1. Accounts Receivables** – Accounts Receivables 60-90 days in the arrears is at zero dollars. There is \$31.50 in the over 30 days in the arrears. **2. Liquidity** – The airport fund cash balance as of March 31, 2019 is \$136,023.19. **3. Local Trees 100%** - The tree trimming project has been completed with all stumps being removed and cleanup is complete. The project came in under budget by \$1,000.00. Our original cost proposal of \$17,650.00 plus an additional contingency of \$2,350.00 was approved by the Grand Haven City Council. **4. Beacon Light** – The County Line Power LLC contract has been signed by all parties. The MDOT AERO 2019-0232 in the amount of \$75,000.00 has been received and approved by both the City Council and MDOT. This project should be complete by September 30, 2019. **5. Capital Improvement Program 2019-2020** – Prein & Newhof has been directed to begin the process for acquiring two parcels (E63 and E64) of the three parcels identified east approach. The budget for land acquisition is being finalized and should be sent to MDOT and the City by April 29, 2019. Prein & Newhof will begin working with MDOT on the

designing of the main runway (Runway 9/27). **6. Hanger Occupancy** – Earle Bares continues to work with the present tenants that have been notified to move.

Final Call to the Audience – Tom Howard requested that the new Maintenance Facility employee meet with the City of Grand Haven Chief Mechanic regarding tractor procedures, and also suggested that a checklist be used by airport personnel when using the tractor. Tom also recommended a rigorous lubrication regime for the tractor and mower deck.

Adjournment – Motion by Chris Kostamo, supported by Richard Clapp, to adjourn. Motion passed unanimously at 7:03 pm.

Respectfully submitted,

Craig Christilaw

Grand Haven Airpark Board Secretary