Grand Haven Memorial Airpark

Airpark Board Minutes

June 23, 2020

Meeting called to order: at 5:30 pm by Chairperson Tony Van Houwelingen

Present: (Board Members)
Tony Van Houwelingen
Chris Kostamo
Dale Hagenbuch
Richard Clapp
Craig Christilaw
Earle Bares (Airport Manager)
Tom Manderscheid (Board Liaison)

Guests:
Mike Dora (Grand Haven City Council Member)
Ben Ennenga (Airport tenant)

First Call to Audience: Ben Ennenga – Ben was happy to announce that he will be returning to the Airpark Board in July, 2020. Earle Bares (Grand Haven Aviation Association and EAA Chapter 211) – July meeting of GHAA is cancelled.

Acceptance of February 25, 2020 Airpark Board Meeting Minutes: Motion by Chris Kostamo, supported by Craig Christilaw, to approve the minutes. The motion passed unanimously.

New Business: Tom Manderscheid: 1. Recommendation to City Council to approve the 2020 CARES Act Agreement, Sub-Grant #3GM-11720 in the amount of $30,000.00. CARES stands for Coronavirus Aid, Relief, and Economic Security Act. These funds were made available to airports experiencing severe economic disruption caused by the COVID-19 Public Health Emergency. Motion by Tony Van Houwelingen, supported by Craig Christilaw, to approve acceptance of these funds. The motion was passed unanimously. 2. Air easement rights settlement offer in the sum of $36,845.20 to Philip and Jennifer Steffke, 14444 Angelus Circle, Grand Haven (also known as Parcel E-63).

Old Business: Earle Bares: Design and Rehabilitation of Runway 9/27 project continues, and should be started by late summer/early fall 2020. Tom Manderscheid: The airport received a Disadvantaged Business Enterprise Waiver, and is now waiting for a block grant ($950,000.00)
before starting work on the runway. The details of the rehab of Runway 9/27 should be sent to City Council in August 2020. Major construction should take approximately 10 days to complete.

**Airport Manager Report**: Earle Bares – 1. **Airport Activity** – Fuel sales are strong, all hangars are rented, 62 aircraft on the field, recently Coast Guard helicopter made emergency landing, new Flight Instructor Greg Hugel working at 3GM. 2. **Coronavirus Update** – All meetings cancelled through June, the Church will not meet until July 12, sanitation stations and portable bathroom have been installed, facemasks and social distancing are recommended. 3. **May Activity** – 789 aircraft operations, 3,681 gallons of fuel sold, current price of fuel is $4.44, 8 airplanes worked on. 4. **Airport Facilities** – Maintenance building has a roof leak, PAPI’s and REIL’s have been painted safety orange. 5. **Maintenance** – George Brewer is retiring at the end of June, 2020. Hampton Lide will be in charge of maintenance as of July 1, 2020.

**Administrative Liaison Report**: Tom Manderscheid – 1. **Accounts Receivables** – Accounts Receivables 60-90 days in the arrears is a balance of $1,838.25. In the over 30 days there is a zero balance. Total current receivable amount is $31,313.25, as of June 16, 2020. 2. **Liquidity** – The Airport fund cash balance as of February 18, 2020, is $68,625.42. 3. **Runway Design from Prein & Newhof** – We received a Disadvantage Business Enterprise Waiver from MDOT on the Runway Rehab project. It appears likely that MDOT will be transferring funds for the Runway Rehab project at their July meeting. As soon as the City receives the Block Grant, we will have the City Council approve the Block Grant, award the rehab work to Michigan Paving and Materials in the amount of $950,902.00 and a contract to Prein & Newhof to oversee the construction work. This should occur at an August City Council meeting. 4. **Easement Acquisition from Prein & Newhof** – Both parcels E63 and E62 have been settled with the property owners and the City now has both easements. Total easement cost was $65,429.80. I have talked with Prein & Newhof on receiving a contract for bidding out the clearing of trees and overseeing the removal and property clean up. 5. **2020 CARES Act Agreement, Sub Grant #3GM-11720** – The grant will be sent for approval of City Council on July 6, 2020, in the amount of $30,000.00. We are presently working up the documentation of Airport operating expenses since January 2020 to present totaling the $30,000.00. We will be sending in documentation to MDOT in one submittal, and will then receive the grant dollars. 6. **Skydive and Maintenance Hangar Roofs** – Todd Brands, Facilities Manager for the City is getting us some quotes on the two hangars. I was reviewing the roofs on a day that we had substantial rain. The Skydive hangar definitely needs replacement and the smaller flat roof on the maintenance hangar is in bad shape. In reviewing the pitched Maintenance Hangar, I believe we can get by with patching the roof in the northeast corner of the building. We should be getting the bids shortly. 7. **Hangar Rental Fees** – Monthly hangar rental fees increased $5.00 per month for the first time in 4 years. We anticipate an additional $4,260.00 in revenue.
Second Call to the Audience: Mike Dora mentioned an airport noise complaint from June 17, 2020. There was further discussion regarding the increased activity and noise complaints over the past year, and the Airport Board presented a motion to deny all commercial helicopter rides at the Grand Haven Airport in 2020. Motion by Tony Van Houwelingen, supported by Richard Clapp, to approve this motion. The motion was passed unanimously.

Adjournment – Motion by Chris Kostamo, supported by Craig Christilaw, to adjourn. The motion passed unanimously at 6:35 pm.

Respectfully Submitted,

Craig Christilaw

Grand Haven Airpark Board Secretary