

# AIRPORT COMMISSION

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## MEMBERS

*Dawn Bales, Jim Goetz, John Lapham*

**Minutes:** Monday, August 30, 2021 – 1:30 p.m.

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**Present:** Commissioner Bales, Lapham, and Goetz

**Also Present:** Joe Malak, Kim Murphy, Martin Marshall, Eric Rogers, Jacob Beak, Gre Panzel, Mrs. Panzel, Johanna Walker

The meeting was opened with a moment of silence and pledge of allegiance.

### I. Approval of Minutes

*Motion by Lapham, seconded by Goetz, to approve the minutes of the August 2, 2021 meeting.  
Motion carried.*

### II. Manager's Report

Airport Manager, Joe Malak, reviewed the Manager's report (full report on file).

**Grounds Maintenance:** The airport lawn and weed control has taken more effort than previous have seen in years due to the weather.

**Airport Layout Plan:** Work continues with Mead and Hunt on the final draft of the airport's new layout plan, the final draft should be available by the end of the month with the recommended layout plan presented at the October meeting.

**Maple Lane Manor Cemetery:** The cemetery remains in good condition.

**Construction Events:** The airport construction is expected to begin on Taxiway B September 15, 2021 with completion approximately 30 days thereafter. In addition, the runway project is still expected to start this year and should take 2 to 2 ½ months.

**Building Repairs:** Hanger B and C buildings are having issues with roof leaks again. This is a problem we have been fighting for a few years and receive complaints of water leaking in and landing on the aircrafts. It will be necessary to bring in a company to assist in these repairs.

**Miscellaneous:** Joe indicated that the race went well this year with 26-28 planes on the field. He also had great fuel sales of 4700 gallons.

*Motion by Lapham, seconded by Goetz, to approve the Manager's Report and place it on file. Motion carried.*

### **III. Finance Report**

The financial report was reviewed. Overall, revenues are approximately 52% while expenses are around 62%; both fall under the benchmark of 65%.

### **IV. New Business**

**Jet Fuel Tank:** The State has approved the purchase of the Niles Airport jet fuel tank to Lenawee County. This will be done by reducing the county's appropriation from the State and increase the appropriation to Niles. Joe is now waiting for the Niles Board to take final action. There will be some additional costs to install new three phase electric, cement work, and a few other items.

**Airfield Approach Tree Obstructions:** As the Airport Layout Plan is being finalized. Joe is still evaluating which trees need to come down now and which trees can wait. There are approximately 19 – 27 trees on Lenawee County property that need to either be removed or topped. There are at least 200+ trees in and around the airport and the Airport subdivision that will need to be removed or topped.

**Airport Attorney:** Joe has narrowed his search for a new airport attorney and is hoping to make a decision in the very near future.

### **V. Public Comment**

There were a few questions from the public regarding the new Jet Fuel Tank and the new Airport Layout Plan which Joe addressed.

### **VI. Adjournment**

*Motion by Lapham, seconded by Goetz, to adjourn, the meeting at 1:56 p.m. Motion carried.*