

AIRPORT COMMISSION

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MEMBERS

Dawn Bales, Bob Knoblauch, John Lapham

MEETING LOCATION
via Zoom

DRAFT

Minutes: Monday, June 1, 2020 – 1:30 p.m.

Present: Commissioner Bales, Knoblauch, and Lapham

Also Present: Joe Malak, Scott Holtz, Martin Marshall, Kim Murphy, and Rebecca Borton

I. Approval of Minutes

Motion by Knoblauch, seconded by Lapham, to approve the minutes of the December 2, 2019, meeting. Motion carried.

II. Manager's Report

The manager's report included the following updates:

Coronavirus (Covid – 19): Continuing efforts to comply with Lenawee County Local Health Officer, Michigan's Governor's Office and the FAA, the staff at the Lenawee County Airport has done an outstanding job balancing safety criteria and staying in compliance with the FAA's primary obligations for airports.

Building Equipment, Repairs and Installation: The self-serve fuel and terminal is expected to be replaced soon and it is believed that this will resolve any issues due to unsupported technical problems.

Equipment Repairs: Repairs have been made on the zero-turn mower, including the replacement of the right rear axle and drive assembly which broke in half causing additional damage to the mower's rear wheel assembly and the 26' finish mower. All work was completed in-house.

Grounds: Maple Lane Manor Cemetery is in great condition, mowing has begun, and work continues on the fence line extension.

2021 Runway-Taxiway Grant: Boring samples have been taken, location markers set, and surveying conducted for the refurbishing of the runway and taxiway B.

Adrian Soaring Club: The Adrian Soaring Club is for the upcoming season. Their club is to abide by all rules pertaining to social distancing and other criteria for safe operations. The soaring club also understands that the FBO and other facilities will not be open to their members.

Up Coming Airport Events:

- **MIS Traffic:** MIS Race events have yet to be confirmed.
- **Yankee Air Museum/WWII B-17 Bomber:** Attempting to schedule the visit for September.

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

III. Finance Report

The financial report was reviewed. The benchmark is 40.71%. Revenues are at 29.65%, while expenses are at 24.18%. The reimbursement for condemned properties has been received in full and the current cash on hand is approximately \$746,751.38.

Motion by Knoblauch, seconded by Lapham, to receive the finance report and place it on file. Motion carried.

IV. New Business

EOC/PPE Storage: Emergency Management supplies are currently being stored in the Madison Township training room. There is a need to create storage space on County grounds and move the supplies. One option is the within the corporate hangar which is an environmentally controlled area and would still leave space for overnight aircraft; but there may be a tenant in this space in the near future. Another option would be to convert about 1/3 of the equipment garage into an insulated, environmentally controlled area; which would create a more permanent storage area.

Any surplus of supplies will be distributed among local first responder agencies.

Any changes to buildings will be made with future airport use in mind.

Motion by Knoblauch, seconded by Lapham, to authorize up to \$2,000 for the creation of storage space. Motion carried.

Design Meetings:

Joe initially thought that the runway 5-23 and taxiway B reconstruction project may need to be postponed due to uncertain matching funds of \$240,000 due by the end of 2021. The total cost of the project is approximately \$4.6 million; with approximately \$3.2 from the FAA. The grant funds coming directly from the FAA will more than likely not be available if the project were to be postponed.

Motion by Knoblauch, seconded by Lapham, to refer the Runway 5-23 and Taxiway B projects for 2021 to the Personnel/Ways & Means Committee. Motion carried.

V. Old Business

There was no old business to discuss.

Public Comment

There was no public comment.

VI. Adjournment

Motion by Lapham, seconded by Knoblauch, to adjourn, the meeting at 2:10 p.m. Motion carried.

MDM/db