

## **Grand Haven Airport Board - Minutes of the March 22, 2022 Meeting**

Ben Ennenga called the meeting to order at 5:30PM.

Roll call by Board Secretary Denny Swartout    Members Present:

Ben Ennenga

Chris Kostamo,

Denny Swartout

Rick Clapp

Dale Hagenbuch

### **Others Present:**

Tom Manderscheid, City Liaison

Earle Bares, Airport Manager

### **Guests:**

Tony Gwinn

Haley Gwinn

### **First Call To The Audience:**

Earle reminded the board that the Airport Open House is scheduled for June 4th from 8am to 2pm. There will be young eagle flights and 30 aircraft and we could expect 1000 to 2000 people to attend. The Trunk or Treat event will be held October 29th from 2pm to 4pm. and there will be 15 aircraft on the field and 1,000 kids expected.

**Board Minutes:** Acceptance of the February 22, 2022 Board Meeting minutes. Motion by Kostamo seconded by Hagenbuch. Motion Carried.

### **New Business:**

#### **Discussion of SkyDive Proposed Clear Span Fabric Structure**

- Rick asked about the weight of their plane and getting it in and out and would the wind speed/direction cause a problem to the structure. Earle commented the structure was good for 180 mph.

- Minimum standards must be met.

- Suggestion was made to go to the City Building Dept., and/or Planning Commission to get more detail/answers regarding policy and then come back to Airport Board.

### **Discussion of 2022-2026 Capital Improvement Plan**

- The 2027 line item (T-Hangar Construction) is for MDOT Aero. We will have to pay a 5% co-match and the total costs will change down the road.

### **Proposed Hangar Rent Fees**

- It was recommended that the hangar rent fees for 2022-2023 be increased by \$5.00 and take effect on July 1, 2022. The charge to SkyDive has been adjusted by 5% CPI or \$49.45 per month. Motion by Clapp seconded by Swartout to approve the increase. Motion Carried.

### **Recommendation to City Council**

- To approve the June 4, 2022 Airport Open House to be held from 8am to 2pm. Motion by Kostamo and Seconded by Clapp to approve. Motion Carried

### **Recommendation to City Council**

- To approve the October 29, 2022 Airport “Trunk or Treat “event to be held from 2pm to 4pm. Motion by Swartout and Seconded by Clapp to approve. Motion Carried.

### **Recommendation to City Council**

- To approve the contract with Division 7 Building Contractors in the amount \$45,632.10 for roof coating to Hangar Row D and F. Todd and DPW were involved in the process and suggested going to the next low bidder. Roof must be rolled on not sprayed. Motion by Swartout and Seconded by Ennenga to approve. Motion Carried.

### **Old Business: None**

### **Airport Manager Report:**

- Spring maintenance items such as taking down snow fence and tractor/mower, deck checkup has been started. Runway and taxiway crack sealing and paint marking will happen this summer. Cost is \$45,000 our cost will be \$2,250.
- Have received updated quote on the QT card reader system and there will be some substantial increases in cost. Consultant is looking into this. There may be Fed grant funds possible to help defray the cost.
- North/South runway info has been submitted to MDOT Aero showing our 2,839 operations for the last two years more than satisfies the 500 FAA requirements.

**Administrative Liaison Report:**

- Accounts Receivables as of March 14, 2022, is \$20.25 in the arrears. The Airport fund cash balance as of March 14, 2022, is \$87,832.59 which is the result in part of hangar billing going out on time and having one-third being paid.
- The balance of parcel E62/E63 (\$61,160) will be transferred by MDOT on March 23rd and the airport's insurance premium of \$4,600 has been paid for the year.
- The City has send an e-mail back to MDOT AERO expressing interest in obtaining an additional \$32,000 in American Rescue Plan Act (ARPA) Funding. MDOT acknowledged our interest and the hope is these funds could be coming soon.
- Tri-Cities Fliers Contract has been drafted and agreed upon. The contract will be discussed at the April 4, 2022 City Council meeting
- A procurement process has begun to select an Airport Consultant that best suits the Airport needs. This process is to occur every three years. Last time this process has been completed was 2016. We will have to be identifying all our projects over the next 5 years and this will be part of our procurement process.
- E2 Technology contract has been approved by GH City Council and signed by both parties.
- A check in the amount of \$554 form the Grand Haven Area Community Foundation was allocated from the Memorial Airport Fund. The money can be used for aviation oriented events, aviation education, or to increase safety at the airport.

**Call to the Audience: None**

**Adjournment:** Motion by Kostamo, seconded by Hagenbuch to adjourn at 6:55 PM.  
Motion Carried.