

**City of Grand Haven Airport Advisory Board Meeting (Virtual)
May 25, 2021**

Meeting Minutes:

Meeting Called to Order – Ben Ennenga, Board Chair: Meeting called to order at 5:32 pm. Chair Ennenga reiterated the rules for virtual meetings and audience participation via phone and FaceBook Live.

Roll Call – Chris Kostamo, Board Secretary:

Board Members Present:	Ben Ennenga	(Grand Haven, MI)
	Dale Hagenbuch	(Grand Haven, MI)
	Chris Kostamo	(Grand Haven, MI)
	Richard Clapp	(Grand Haven, MI)
	Tom Manderscheid, Liason	(Grand Haven Chtr Twp, MI)
Board Members Absent:	Earle Bares, Airport Mgr	(Excused)
Guests:	Pat McGinnis, City Manager and Zoom Meeting Host	
	Bob Monetza, Grand Haven Mayor	

First Call to Audience – Ben Ennenga: There were no calls or questions from the audience. Since Airport Manager, Earle Bares was absent, there was no report from the GHAA or EAA, Chapter 211.

Acceptance of April 27, 2021 Board Meeting Minutes – Ben Ennenga: Ben Ennenga moved to accept and Chris Kostamo seconded acceptance of the April Board minutes. Minutes were accepted unanimously.

New Business:

Recommendation to Grand Haven City Council to approve the Minimum Standards for General Aviation and Commercial Aeronautical Activities – Ben Ennenga: Chair Ennenga noted that due to a number of proposed revisions, the final vote on acceptance would be pushed back to the June Board meeting. Chris Kostamo suggested two minor wording changes in the Definitions section (to make the terms “Board” and “Airport Board” interchangeable and to add a definition of “Through-the-Fence Operations”). There ensued a discussion of “through-the-fence” operations, and while that situation does not currently apply to our airport, it could in the future (per the FAA, Through-the-Fence Operations consist “of an individual or company who owns property with aircraft storage facilities near an airport accessing the airfield of the airport with aircraft from off-airport property”). It was initially suggested to remove the paragraph entirely from the document because it did not apply, but after further discussion was agreed to leave that paragraph in. Any such operations would not simply “be allowed” because of its existence in the Minimum Standards document but would

ultimately be subject to approval by the FAA. Thus, for our purposes, it was agreed to not “prohibit” those operations, but allow for the possibility subject to FAA approval.

Further items of discussion regarding the Minimum Standards document: Ben Ennenga suggested the document should include a “Revisions” page. There were also brief discussions on the Airport manager’s role in waiving or changing the Minimum Standards. It was agreed that the airport manager can grant temporary waivers or changes for the sake of expediency, but that permanent waivers/changes must be brought to the Board and City Council. There was a discussion regarding the meaning of FAR Part 77 intrusions. Rick Clapp asked who is responsible for enforcing the standards and Pat McGinnis replied that the City has that responsibility. Further discussion regarding airport ramp access resulted in no change to the document. Rick Clapp felt the paragraph concerning “flying clubs” was too restrictive and, after discussion, no substantive changes were made.

Tom Manderscheid suggested voting to table the recommendation to City Council until the June meeting. Ben Ennenga so moved with support from Rick Clapp and it was voted unanimously to table the recommendation until June.

Old Business: None

Airport Manager Report – Tom Manderscheid: In Earl Bares absence, Tom Manderscheid reviewed the Airport Manager’s May 2021 report. Notably:

- Tree trimming on parcels E62/E63 I complete and awaiting a final inspection before money is released to pay the final invoice.
- Runway 09/27 edge grass seeding is delayed due to contractor issues.
- Final painting of runway 09/27 is to be accomplished in the next couple of weeks.
- Ben Ennenga reported that the cost of repairs to runway edge lights damaged during construction must be reimbursed. Tom Manderscheid agreed but noted that the airport needs to assign a value to bill the contractor.
- Skydive hanger roof repairs are underway and should be complete within a week.
- The Jet a fuel tank repair is still not complete due to the difficulty in obtaining parts.
- The brush trimming project is complete.
- Skydive hangar parking has been rearranged to keep taxiways clear.
- A note in the MDOT/Aero ACR regarding a single Part 77 non-compliance has been addressed.
- Earl will be laid up due to injuries received in an accident at home. Jennifer, Ben and Doug have kept operations continuing smoothly. Tom will handle any issues that arise in the interim.

Administrative Liaison Report – Tom Manderscheid: Mr. Manderscheid reviewed his May 25, 2021 financial report. Of note:

- + Current cash on hand is \$73,450 and is at a low balance because, in part, the Airport purchased both Avgas and Jet A fuel.
- + Estimated forward cash at about \$183,140 after future reimbursements and planned

- expenses.
- + Overall everything is in good shape revenue/expense wise and receivables are in great shape.
 - + The MDOT grant of \$13000 (Coronavirus Relief funds) have not yet been received, but they are looking into it.
 - + The next Board meeting will be in-person at the Community Center.

Second Call to Audience – Ben Ennenga/Pat McGinnis: Ben Ennenga restated the rules for call-in/Facebook Live comments. Mr. McGinnis there were no comments or phone calls.

Adjournment – Ben Ennenga: the meeting was moved for adjournment at 6:41pm by Chris Kostamo and seconded by Rick Clapp. Unanimously agreed upon, the meeting was adjourned.

Respectfully submitted,

Chris Kostamo, Secretary