

**City of Grand Haven Airport Advisory Board Meeting (Mackinaw Room of the Grand Haven Community Center)**

**June 22, 2021**

**Meeting Minutes:**

**Meeting called to order- Ben Ennenga, Board chair:** Meeting called to order at 5:33 pm.

**Roll call- Richard Clapp, (filling in for Chris Kostamo as Board Secretary)**

Board members present:

Ben Ennenga (Grand Haven, MI)

Dale Hagenbuch (Grand Haven, MI)

Richard Clapp (Grand Haven, MI)

Earle Bares, Airport Mgr. (Grand Haven Charter Township)

Tom Mandersheid, Liaison (Grand Haven Charter Township)

Board members absent:

Chris Kostamo (excused)

**First call to the audience- Ben Ennenga:**

- Richard Clapp promoted Toastmasters Unsalted of Grand Haven for Public Speaking
- Tom Howard graciously commended the airport advisory board for our professionalism.
- Earle Bares reported on the GHAA and EAA. GHAA has volunteered to paint the maintenance hangar floor. EAA June meeting was canceled.

**Acceptance of May 25, 2021 Board Meeting Minutes- Ben Ennenga:** Richard Clapp moved to accept, and Dale Hagenbuch seconded the acceptance of the May Board Meeting minutes. Minutes were accepted unanimously.

**New Business:**

- Proposed town hall style meeting with the AOPA, presented by Jeff Beswick. Discussed the possible violation of Grant Assurances if portions of the airport were repurposed for non-aeronautical purposes. Kyle Lewis from AOPA has been consulted and subsequently offered consult in this matter. AOPA advises all airport

employees, board members, city representatives, airport tenants, and users of the airport should be at this meeting. The board agreed with Jeff that a meeting should be scheduled. Jeff plans to organize this meeting. Motion presented by Ben Ennenga to have Jeff Beswick organize an AOPA town hall style meeting. Ben Ennenga moved to accept this motion, supported by Dale Hagenbuch. All board members voted unanimously to accept this motion.

- Airport funds established by the estate of Mary Creason, presented by Kennard Creason. Two types of funds are available for the Grand Haven Memorial Airport. **The Grand Haven Memorial Airport Fund**, (an endowed fund which allows a 5% draw per event and the **Grand Haven Airport Greatest Needs fund**, (you can spend it all if needed). Approximately \$11,000 is currently in the fund. These are 501c3 non-profit entities with a tax id. If you use Fidelity Charitable as your grant manager, these can easily be found using the search tool. It was explained that the monies from these funds may be distributed with the authorization/decision of the Airport Board chairman, an airport board member, and the city manager. It was mentioned that the Grand Haven community foundation also has to approve of expenditures. Additionally, there are two other funds promoting aviation education that are managed by the Grand Haven Community Foundation. They are as follows: **the Michigan Aviation Education Fund and Michigan Aviation Education Foundation/Fontana Fund**. These funds were established to promote and advance aviation and aerospace education in Michigan.
- **Discussion of the Recommendation to Grand Haven City Council to approve the Minimum Standards for General Aviation and Commercial Aeronautical Activities document- Ben Ennenga.** Opened to discussion. Richard Clapp understands the need to get this submitted to MDOT, however there are edits that need to be made. Richard suggests continued editing with a subsequent submission the MDOT within two months. Ben Ennenga mentions that this document is a "dynamic document" that is not where it needs to be currently. It was emphasized that a version of this document be submitted immediately so that there is control over commercial activities at the airport. It was mentioned by Tom Mandersheid that we will need to make our work session, (for the purpose of reviewing the document line by line), public. Dale Hagenbuch suggested a three-month time period.
- **Recommendation by Ben Ennenga to Grand Haven City Council to approve the Minimum Standards for General Aviation and Commercial Aeronautical Activities, knowing the airport board will present a revised version of this document to City Council in three months' time for their approval and re-submission to MDOT Aero.** There was a unanimous vote to approve the recommendation.

**Old Business: None**

**Airport Managers' Report- Earle Bares**

- Airport activity and fuel prices continue to climb, rapidly.
- East/West runway painting is complete.
- Skydive hangar roof repair is complete, however, there is a new leak
- Jet A fuel system repair is nearing completion, awaiting parts. To be completed later this week.
- Grass mowing and yard maintenance is up to date.
- Regarding safety and security, skydive customers are no longer parking adjacent to taxiways.
- Skydive noise profile has been reduced.
- 4 NOTAMS currently
- People waiting for hangars is down to 25.
- Jet A fuel sales started May 1, 2021.
- All hangars that can be rented are currently rented.
- Hangar rows D, F, and A are planned for roof maintenance. Additionally, track roller replacement in rows D, F, G, and H.
- Roof leak issues are being reviewed.
- We should be receiving a \$2000 check from the runway rehabilitation contractor for light damages.
- DEQ drain checks and runway checks have been performed and are up to date.
- Fuel farm checks have been performed and are up to date. The overfill and spill control alarm system has a bad circuit board.
- We are able to purchase our own fuel without the funding assistance of the city.

**Airport Liaison Report- Tom Mandersheid:**

- Cash balance, as of June 15 is \$96,898
- It is noted that we are paying for fuel from the airport fund.

- We expect a reimbursement for the purchase parcels E62 and E63 in the next fiscal year. \$172,622 invested in these two parcels. It was noted by Ben Ennenga that this is airport fund money that will be reimbursed and not owed to the city.
- Less a 5% local match, we will get %95 of that money.
- Skydive and Maintenance hangar roof repair cost changed to \$28,950. This went over by a couple thousand dollars due to installing some flashing
- Airport fund monies used for Jet A conversion.
- We invested \$3000 in removal of trees
- \$45,500 is in the budget for repair of three hangar roofs for the next city fiscal year.

**Second call to the audience- Ben Ennenga:**

- Bob Rivard asked about the role of the airport board and requested explanation of the relationship with the city council, answered by Ben Ennenga that the airport board makes recommendations to city council and provides a 6 and 10 year projected continuous improvement plan, (CIP), for the airport. It was noted by Ben Ennenga that this airport is not funded by taxpayer monies. Tom Mandersheid added that the board also interfaces with MDOT Aero and coordinates the use of monies provided by MDOT for airport safety improvements.
- Bob Rivard noted the significant improvements to the airport over the past eight years.
- Bob Rivard noted the need for airport board appointments and the lack of appointments by the mayor despite persons having applied.
- Tom Howard commended Jennifer Bares, (with subsequent applause) for stepping up into her father's role after his unfortunate encounter with a tree.

**Adjournment- Ben Ennenga:**

- The meeting was moved for adjournment at 7:01 pm by Richard Clapp and seconded by Dale Hagenbuch.

Respectfully submitted,

Richard Clapp, Secretary