

## **Grand Haven Airport Board Meeting Minutes October 24, 2023**

Chairperson Ben Ennenga called the meeting to order at 5:30 pm

Roll call by board president Ben Ennenga. Members present: Ben Ennenga, Denny Swartout, Tricia Harrell, Dale Hagenbuch

Members not present: Richard Clapp (excused)

**Others Present:** Earle Bares, Airport Manager

**Guests:** Jennifer Bares, Tim Price, Bob Monetza.

### **First Call to the audience:**

Jennifer Bares, trunk or treat, October 28<sup>th</sup>, 2-4p. Requesting traffic volunteers.

Earl Bares discussed Grand Haven Airport Association participation in the trunk or treat event. 18 aircraft will be there. Also discussed June 1, 2024 open house fly in. 75<sup>th</sup> Anniversary of the airport. EAA to meet the 2<sup>nd</sup> Thursday of each month. Meetings held in the EAA clubhouse or maintenance hangar.

### **Board Minutes:**

Approval of August 22, 2023 Minutes

Motion by Swartout, seconded by Hagenbuch. Motion carried

### **New business:**

Review of MDOT meeting.

Discrepancies:

Provisional license issued through 11/30/23. We now have a provisional good before 11/30/24.

Interim use of hangar space approved by MDOT, regarding hangar rows B & C. MDOT stated the last letter received was from 10/13/17. A new letter was sent to Michael Caravan. This specifically regarding hangar rows B & C. We are currently waiting on the approval letter from MDOT. **Note: We have to send a new letter request every three years.**

Consultant procurement status: Discussion with Prein & Newhoff continues at the city level.

Two runway rehabilitation concepts need to be submitted back to MDOT for approval. Tom & Earle state that this has already been done.

**Old business:**

On waiting list for new fuel terminal, according to Earle Bares. We have been on a waiting list and are currently number one or two. Sparling corp. can't give us a date or timing. Installation could take two days. It Earles' strong belief that we should stay the course with this company.

Potential hangar installation:

Considering three 60 x 60 box hangars indicated on the capital improvement plan (CIP) submitted to MDOT. We need to consider the land lease issue.

Our current hangars are pretty old. We currently have 72 hangar spaces. 18/72 can not be used for aircraft. 4/72 hangars have bad doors. Of those 4 hangars, 2 of them hold aircraft and have limited access by the lessee. The city receives income from 67/72 hangars. 55/72 hangars hold one or more aircraft.

(lengthy discussion of hangar options and rental rates.)

Chairman Ennenga proposed a special meeting to discuss hangars.

Board member Harrell requested clarification on length limit of land lease. Concerned with land lease not long enough to justify return on investment by owners.

**Airport manager report: Earle Bares**

Projects

Credit card terminal project is ongoing. Waiting on new terminal. Number three on waiting list.

South approach tree trimming delayed until late October due to Oak Wilt concerns.

“A” row hangar roof painting continues.

Maintenance hangar and interior work room painting, status unknown.

Security, safety, and noise abatement

None.

Notams

1 current Notam

### Airport operations and activity

Record breaking fuel sales in September.

Card reader terminal discussed in “old business” earlier in the meeting.

Winter airport maintenance items are complete with the exception of the snow fence.

Tree clearing: We do not have a survey with regard to tree removal. Waiting on Prein & Newhoff. Next step: Trees have to be identified.

Hangar roof painting status in unknown. A roof not in bad shape.

Review of noise abatement procedure in December.

Snow plowing will take place at 3 a.m. for  $\frac{1}{2}$  inch of snow or greater.

Total fuel sales: September 3,986 (record for any September)

- Local – 3,324 gallons (83%)
- Non-local – 662 gallons (17%)
- JETA fuel sales: 2,512 gallons (63%)
- 100LL fuel sales: 1,474 gallons (37%)
- We had a total of 109 transactions of which 26 were Non-local. We had 16 itinerant transactions and 23 of them were different N-numbers

Fuel price: We compare favorably to other airports.

60 Aircraft on the field.

27 on waiting list., 25 of them are on other airport hangar waiting lists. Possibly 5 considered very serious.

### **Administrative Liaison Report:**

Airport Cash balance: \$373,722.07. Expecting the fuel pump to cost around \$26k.

Great shape with budget.

### **Second call to the audience:**

David Rozelle, flight school owner spoke of E.S.A. airports. Looking to grow a charter business and flight school. Indicated interest by Cape Air of Manistee to operate into Grand Haven, however they need at least another 200 feet of runway. Also indicates a need for a space for a classroom. He has discussed this need with the airport manager.

Kurt ##### (unintelligible), has a lease back agreement with David Rozelle. Spoke in support of David Rozelle's flight school. \$7500 in fuel sales from his school. Ben Ennenga replied that flight school agreements would need to go through the airport manager.

**Adjournment: Motion by Swartout, seconded by Harrell at 7:08 pm. Motion carried.**

**Minutes submitted by board secretary, Richard Clapp**

## **Grand Haven Airport Board Meeting Minutes October 24, 2023**

Chairperson Ben Ennenga called the meeting to order at 5:30 pm

Roll call by board president Ben Ennenga. Members present: Ben Ennenga, Denny Swartout, Tricia Harrell, Dale Hagenbuch

Members not present: Richard Clapp (excused)

**Others Present:** Earle Bares, Airport Manager

**Guests:** Jennifer Bares, Tim Price, Bob Monetza.

### **First Call to the audience:**

Jennifer Bares, trunk or treat, October 28<sup>th</sup>, 2-4p. Requesting traffic volunteers.

Earl Bares discussed Grand Haven Airport Association participation in the trunk or treat event. 18 aircraft will be there. Also discussed June 1, 2024 open house fly in. 75<sup>th</sup> Anniversary of the airport. EAA to meet the 2<sup>nd</sup> Thursday of each month. Meetings held in the EAA clubhouse or maintenance hangar.

### **Board Minutes:**

Approval of August 22, 2023 Minutes

Motion by Swartout, seconded by Hagenbuch. Motion carried

### **New business:**

Review of MDOT meeting.

Discrepancies:

Provisional license issued through 11/30/23. We now have a provisional good before 11/30/24.

Interim use of hangar space approved by MDOT, regarding hangar rows B & C. MDOT stated the last letter received was from 10/13/17. A new letter was sent to Michael Caravan. This specifically regarding hangar rows B & C. We are currently waiting on the approval letter from MDOT. **Note: We have to send a new letter request every three years.**

Consultant procurement status: Discussion with Prein & Newhoff continues at the city level.

Two runway rehabilitation concepts need to be submitted back to MDOT for approval. Tom & Earle state that this has already been done.

**Old business:**

On waiting list for new fuel terminal, according to Earle Bares. We have been on a waiting list and are currently number one or two. Sparling corp. can't give us a date or timing. Installation could take two days. It Earles' strong belief that we should stay the course with this company.

Potential hangar installation:

Considering three 60 x 60 box hangars indicated on the capital improvement plan (CIP) submitted to MDOT. We need to consider the land lease issue.

Our current hangars are pretty old. We currently have 72 hangar spaces. 18/72 can not be used for aircraft. 4/72 hangars have bad doors. Of those 4 hangars, 2 of them hold aircraft and have limited access by the lessee. The city receives income from 67/72 hangars. 55/72 hangars hold one or more aircraft.

(lengthy discussion of hangar options and rental rates.)

Chairman Ennenga proposed a special meeting to discuss hangars.

Board member Harrell requested clarification on length limit of land lease. Concerned with land lease not long enough to justify return on investment by owners.

**Airport manager report: Earle Bares**

Projects

Credit card terminal project is ongoing. Waiting on new terminal. Number three on waiting list.

South approach tree trimming delayed until late October due to Oak Wilt concerns.

“A” row hangar roof painting continues.

Maintenance hangar and interior work room painting, status unknown.

Security, safety, and noise abatement

None.

Notams

1 current Notam

### Airport operations and activity

Record breaking fuel sales in September.

Card reader terminal discussed in “old business” earlier in the meeting.

Winter airport maintenance items are complete with the exception of the snow fence.

Tree clearing: We do not have a survey with regard to tree removal. Waiting on Prein & Newhoff. Next step: Trees have to be identified.

Hangar roof painting status in unknown. A roof not in bad shape.

Review of noise abatement procedure in December.

Snow plowing will take place at 3 a.m. for  $\frac{1}{2}$  inch of snow or greater.

Total fuel sales: September 3,986 (record for any September)

- Local – 3,324 gallons (83%)
- Non-local – 662 gallons (17%)
- JETA fuel sales: 2,512 gallons (63%)
- 100LL fuel sales: 1,474 gallons (37%)
- We had a total of 109 transactions of which 26 were Non-local. We had 16 itinerant transactions and 23 of them were different N-numbers

Fuel price: We compare favorably to other airports.

60 Aircraft on the field.

27 on waiting list., 25 of them are on other airport hangar waiting lists. Possibly 5 considered very serious.

### **Administrative Liaison Report:**

Airport Cash balance: \$373,722.07. Expecting the fuel pump to cost around \$26k.

Great shape with budget.

### **Second call to the audience:**

David Rozelle, flight school owner spoke of E.S.A. airports. Looking to grow a charter business and flight school. Indicated interest by Cape Air of Manistee to operate into Grand Haven, however they need at least another 200 feet of runway. Also indicates a need for a space for a classroom. He has discussed this need with the airport manager.

Kurt ##### (unintelligible), has a lease back agreement with David Rozelle. Spoke in support of David Rozelle's flight school. \$7500 in fuel sales from his school. Ben Ennenga replied that flight school agreements would need to go through the airport manager.

**Adjournment: Motion by Swartout, seconded by Harrell at 7:08 pm. Motion carried.**

**Minutes submitted by board secretary, Richard Clapp**