

BEAVER ISLAND AIRPORT COMMISSION MEETING – April 2, 2016 Beaver Island Airport Terminal.

Members present: Jim Wojan, Colleen Martin, Ron Jakubas, Ernie Martin, Dave Paul via video, and Elaine West

Members absent: Colleen Martin, Rick Speck

Meeting called to order by Elaine West at 9:00 am.

Add to agenda under new business Airport hangar township use and renew crop planting agreement.

MOTION Wojan, Second Jakubas to approve regular meeting minutes Feb 6, 2016. All Approved.

Committee reports –

Land Lease Elements – Outline of essential elements to include in a hangar land lease were reviewed.

MOTION West, 2nd Wojan to make agreed upon adjustments to land lease elements and forward to BIAC attorney for review. All approved.

Pictures and text for a memorial plaque at the airport for Don Vyse was reviewed by the BIAC.

After a review of project costs, allowable funding, and other project needs it is determined that the removal of the old terminal building will be handled with local funds in the future.

MOTION Jakubas, 2nd E. Martin to approve the reallocation of project funds from the state/local grant provided for the terminal demolition to the fuel monitor move project. All approved.

Signed hangar lease agreements have been received for 3 out of the 4 hangars that have reverted back to the BIAC ownership. One previous tenant did not wish to enter into a new lease and already had vacated the premises.

MOTION Wojan, 2nd West to keep the one vacant hangar in the RJG 3 unit hangar building for airport use to be rented to transients or short term renters. All approved.

A hangar use policy and rate structure will be developed by the Airport Manager for the transient hangar usage.

A couple times over the winter during high winds and snow it appears that some snow blew in through the ridge vent of the terminal roof. When the temperatures rose above freezing during

the winter the snow melted and the water come in to the interior of the terminal causing some drywall damage to the north facing vestibule. The insurance company was contact regarding this demand. Cost estimates were acquired for the repairs as well as a fix to the ridge vent so this situation would not arise in the future. These estimates have been forwarded onto the insurance agent for review.

SRE purchase for 2016 – The airport manager is working with Mead & Hunt regarding the possible purchase of snow removal equipment this year. At this time still trying to fine tune the actual amount we have available due to possible left over funds from other grants not used. Also trying to use the state purchasing program so that the costly bidding process could be avoided.

New Business –

Reminder that Rick Speck and Ernie Martin are up for reappointment to the BIAC. Elaine West will let the township boards know for their next meetings.

MOTION Wojan, 2nd Jakubas to appoint Elaine West as Chair for the BIAC. All approved.

Mowing Equipment needs – Review of current equipment, possible modifications to improve one of the current tractors, and the idea to sell the 2 current tractors to purchase one newer and more versatile tractor was reviewed.

MOTION West, 2nd Jakubas to approve the hangar waiting list policy. All approved.

Hangar Wait List Procedure

1. Request to be added to list must be provided in writing to the Airport Manager.
2. Fill out an application
3. Must have ownership of an aircraft – copy of registration must be provided.
 - a. Aircraft should be able to fit in hangar to qualify for hangar
4. Applicant must respond within 10 days after notification of hangar availability. If not then will move down the list.

Continued new interest is being received for building new hangars at the township airport. Inquiries or proposals are to be received in writing. Taxi way development is necessary to facilitate new hangar development.

MOTION West, 2nd Jakubas for BIAC postings to be placed at the Township Airport, the Governmental Building, and both Township halls. All approved.

Banville property has been sold to a private individual to be used as a rental property. Mead & Hunt will make contact with the new owner to discuss possible easement and or partial property sale. It is expected that Mead & Hunt will be on the island sometime in May to meet.

MOTION Wojan, 2nd Jakubas to renew the agreement with Darrel Butler and John Works to plant hay to the east of the approach to runway 27 and utilize both sides of the access road.

Airport Maintenance Hangar Use – The hangar that stores plow equipment and necessary airport shop tools or equipment has been used to store items for each township over the years. This needs to change as we are limited on space for the airport 's current equipment and now that we are expected another piece of snow equipment this year items not related to the operation of the airport should be removed to their appropriate township locations or buildings. Letters will be sent to both township supervisors requesting non airport related items be removed within an appropriate time frame.

Airport Manager Report – April 2016

Fuel system is operational. Terminal building – having some issues with the fireplace. Intermittently it does not want to stay on and will shut itself down. I have notified Haggards several times about the issue but not have had any follow through so going to contact John Roberts to see if he can look at it.

MOTION West, Second Wojan to adjourn at 11:03 am, motion approved.