

DRAFT - BEAVER ISLAND AIRPORT COMMISSION MEETING – April 1, 2017 Beaver Island Airport Terminal.

Members present: Elaine West, Ron Jakubas, Carla Martin, Kitty McNamara, and Dave Paul via video

Members absent: Ernie Martin and Travis Martin

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

MOTION Jakubas, Second McNamara to approve regular meeting minutes Feb 4,2017. All Approved.

Communications – FOIA request was received from Joe Moore to receive draft minutes and agendas. Final agendas will be emailed at same time as BIAC board members and draft minutes will be provided as soon as completed.

Committee reports – The subcommittee for Minimum Standards (Elaine West, Rachel Teague, and Ronald Jakubas) provided a draft Minimum Standards for the Beaver Island Airport. In addition the Airport Ordinances need to reviewed and revised to coincide with Minimum Standards.

MOTION West, 2nd Jakubas to give BIAC members 2 weeks to review Minimum Standards and comment and then the draft Minimum Standards and Airport Ordinances will be sent to BIAC attorney for review. All approved.

Subcommittee for review of Hodgson Hangar - Recommendations from subcommittee (Carla M., Ron J., and Elaine W.) looking at the hanger expansion proposal made by Eric Hodgson.

1. We recommend upholding the previously approved motion of the April 2016 meeting to use the one open bay in question as a transient space for a period of at least one year. (This would allow us to see what income might be possible for transient aircraft, valuable information should the BIAC look for a future loan to build an additional hanger).
2. We also recommend the Airport Commission consider Eric Hodgson's proposal if the following conditions were met: Eric Hodgson provides an engineering study of the hanger and proposed changes, including all the engineer's credentials, the construction specifics (all up to code), a cost analysis, a timeline for construction, and the expected impact on the other tenant of the hanger during construction and after; adequate space for a third plane, etc. This study must be presented at the August 5, 2017 meeting of the BIAC.
3. If the engineering study is presented at the August 5 meeting and the BIAC approves the proposal, Eric Hodgson would have to sign a formal contract with the BIAC, outlining the entire scope of the project, with his and the BIAC's obligations clearly delineated.

MOTION Jakubas, 2nd C. Martin to accept recommendation regarding Hodgson hangar request and modification. All approved.

Old Business -

Sander request – Elaine West had sent a letter to each township supervisor advising them that the BIAC was interested in sharing in the cost for a sander for the township’s maintenance truck for use at the airport and other government locations. The township supervisors have been working on purchasing a new truck in addition to the sander. More discussion will need to be had to determine the appropriate amount for the BIAC to contribute based on estimated

Runway 9 Approach – Rachel Teague Airport Manager received correspondence from the FAA that they plan to review and install a new IFR approach for runway 9 Sept 2018. Runway markings need to be updated which is scheduled for 2017.

Haggards – Geo Thermal system. A detailed invoice was requested from Haggards for additional work they billed the BIAC for from 2015 and 2016. That has not been received. A was issued for a portion of the billed that was previously approved by the BIAC. No further payments will be reviewed until additional information is provided as requested.

New Business –

Land acquisition consultant -

RESOLUTION

At a meeting of the Beaver Island Airport Commission (BIAC) held at the Beaver Island Airport Terminal, Beaver Island, MI on the _____ day of _____, 2017 at ___ am/pm.

Present:

Absent:

WHEREAS the BIAC was formed by St. James Township and Peaine Township, Charlevoix County, Michigan, pursuant to an interlocal agreement authorized by Section 134 of the Michigan Aeronautics Code, MCL 259.134 and they share equally in the costs of operation and

WHEREAS the BIAC understands that clearance of obstructions in the Runway 27 Approach is necessary to maintain compliance with the standards of the Federal Aviation Administration (FAA) and the licensing requirements of the MDOT Office of Aeronautics (MDOT AERO),.

WHEREAS the FAA and MDOT AERO will reimburse the BIAC for up to 95% of the fees required to obtain said easements upon acceptance of a good faith offer, an administrative settlement or a declaration of taking,

WHEREAS, Mead & Hunt, as the BIAC Aviation Consultant has prepared a contract to perform the necessary work to obtain the rights for three avigation easements (E8, E9, E10), as well as the purchase of parcel E8 for the purposes of approach clearing,

NOW, THEREFORE BE IT RESOLVED that

1. The BIAC approves entering into the contract with Mead & Hunt, once approval is provide by the MDOT AERO.
2. The BIAC approves the BIAC Chair be authorized to sign all necessary documents.

AYES:

NAYS:

CERTIFICATE

The undersigned certifies that:

1. I am the Secretary of the BIAC, and
2. The foregoing is a true and exact copy of the excerpt of minutes of a meeting of the Beaver Island Airport Commission meeting held _____, 2017.

Dated _____ Signature _____
 Name _____
 Title _____

MOTION McNamara, 2nd Jakubas to authorize Vice Chair to sign Resolution for securing Mead & Hunt as BIAC Aviation Consultant for acquisition of land and avigation easements. Roll call: AYES Carla Martin, Kitty McNamara, Ron Jakubas, Dave Paul. NAYS none. Abstain Elaine West.

SRE Equipment Snow blower purchase – Due to the cost of purchase and the State of Michigan restricting the total amount that can be purchased through MI Deal the BIAC will have to bid out the purchase of the snow blower that attaches to the loader. If we were to utilize our consultant would cost at least \$7,000 so with assistance of Mary Cook who has previous experience with developing bid documents the BIAC will advertise for bids on its own.

MOTION West, 2nd Jakubas to authorize Elaine West, Rachel Teague, and Mary Cook to prepare bid documents and request bids in addition to Kitty McNamara and Elaine West to open bids at appointed time. All approved

Airport Manager report – Fuel pump is operational.

Waiting for Ranck electric to come to the island early April to realign the PAPI’s for runway 27 and review the underground wiring for runway lights to determine which sections need to be addressed first.

Fireplace is still not properly operating so have contacted John Roberts to come take a look again.

The Chuck Marshall hangar will be reverting back to the BIAC this year and contact will be made soon with him soon to review lease options.

I am requesting quotes for hangar keeper insurance as that would be wise to have when we are able to start renting out space to transient aircraft.

Motion McNamara, 2nd C. Martin to adjourn at 9:45 am. All approved.