

DRAFT - BEAVER ISLAND AIRPORT COMMISSION MEETING – Feb 4, 2017 Beaver Island Airport Terminal.

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

Members absent: Ernie Martin

Meeting called to order by Elaine West at 9:01 am.

MOTION West, Second Jakubas to approve regular meeting minutes Oct 29, 2016. All Approved.

Committee reports – The subcommittee for Minimum Standards (Elaine West, Rachel Teague, and Ronald Jakubas) plans to resume the development of Minimum Standards for the Beaver Island Airport.

Old Business -

MAP meeting review by Stephanie Ward and Rachel Teague – On Sept 29, 2016 Rachel Teague and BIAAC consultants Mead & Hunt met with AERO MDOT to review previous projects and planning for the 5 year outlook. For 2017 planned projects are crack sealing and runway pavement marking, purchase of a blower for the new loader, and securing a consultant for land acquisition. The block grant provides \$150,000 for the year with 90% Federal, 5% state and local matching. Fees for the land consultant will have to be paid up front locally with reimbursement after purchase is approved.

SRE equipment – The loader (carrier vehicle) is finished and will be delivered as soon as either the boat or barge starts running this spring. The blower that will attach to the loader is expected to be purchased this year and delivered by fall.

Sander – Last year it was discussed about working with the two townships to install a sander in the township maintenance truck to be used at the township facilities and airport. Expense of the sander would be shared. The township maintenance truck is in need of replacing. Elaine west will send a letter to each township supervisor proposing the request again for a sander for the township maintenance truck and the BIAAC willingness to share in the cost of the purchase of a sander.

Runway 9 Approach – Rachel Teague Airport Manager has submitted a formal request to add an instrument approach for Runway 9. The hope is this new approach would offer lower minimums for runway 9 due to reduced obstacles at the approach. It will probably take 12-24 months before an approach would be approved and activated.

New Business –

Eric Hodgson proposes to install a larger hangar door on his hangar in order to accommodate a larger aircraft. Plus review his claim that he had possession of the Bellamy Hangar in addition to his own and should have first right of refusal to continue utilizing this hangar for himself and his brother who has an aircraft.

MOTION West, 2nd Jakubas to form a subcommittee with West, Jakubas, and C Martin to investigate Hodgson's claim to the additional hangar and request to add a larger door and make a recommendation to the BIAC board regarding these matters.

Stephanie Ward with Mead & Hunt provided an update on the land acquisition process. The airport is interested in purchasing some acres and air space easements for property to the east of the approach for runway 27. Conversations have been had with the new owner of this property and they are interested in working with the airport to make this land acquisition happen. In order to proceed a contract with Mead & Hunt needs to be reviewed and approved by the BIAC. Then appraisals we can begin. This process will most likely take 6-12 months. Mead

Budget 2017/2018 - MOTION West, 2nd Jakubas to accept the proposed budget for April 2017 – March 2018 and send to the townships for acceptance. All approved.

R. DRAFT - BUDGET APRIL - MARCH 2017 BI AIRPORT

Income

Transfer from Fund Balance 130,131.00

Peaine Twp. 48,039.71

St. James Twp. 48,039.71

Fees-Gas Sales 27,000.00

Interest Income 200.00

Reimbursements 2,000.00

Rental - Air Carrier 6,000.00

Hanger Lease 1,400.00

Hanger Rent 750.00

* (Project income anticipated - total for Design and work on crack seal and pavement marking, preparatory work on land acquisition and snow equipment). 139,000.00

Total Income: \$402,560.42

Expenses

Salary - Airport Manager 5,100.00

FBO Services 6,000.00

Supplies 5,000.00

Prof. Fees 1,000.00
Contract Services 1,000.00
Aviation Fuel 25,000.00
Utilities 14,000.00
Repairs & Mainten. 40,000.00
AWOS Operation 4,000.00
Development 274,000.00
Insurance 13,000.00
Travel/Educa. 1,000.00
Debt Service 13,000.00
Payroll Exp. & Misc. 460.42
\$402,560.42

Geo Thermal Maintenance – Over the last 2 years in the fall when the heating for the geo thermal was started there were issues with the main heat pump shutting itself off and only blowing cold air unless the system is manually shut down and restarted. Haggard’s plumbing who installed the system has been out repeatedly over the last several years to try to fix the problem. Rachel the airport manager requested that Haggard’s bring over from the mainland an experienced tech to review the system and get this issue resolved once and for all. An outside tech was brought over and determined that the system was not flowing at the proper level which was causing the main heat pump to shut down as a result. Further consultation was had with the engineer who designed the system to understand the issue. When the system was installed the balance report showed that the flow rate was on the lower side of the approved range and over the last few years glycol was added to the system to try to fix the issues which is heavier than water and was contributing to the problem. So per the engineer it was suggested a valve that was restricting flow be removed. Since that was done several weeks ago the system has been working with no shut downs. Haggard Plumbing sent an invoice for labor over the last 2 years for the service on the system because they thought since the balance report was low that the system was not properly engineered but the engineers say that the flow rate was on the low side but in tolerance and it is the contractor’s responsibility for successful operation of the system. The BIAC board agreed that we would pay for the time for the tech to come to the island as it was our request but the BIAC should not be responsible for the labor costs associated with Haggard’s coming out to service the system when it was not operational. A letter will be sent to Haggard’s Plumbing to explain the BIAC position and negotiate the service bill accordingly.

Future Runway Light Repairs – It was determined that the wiring for the runway lights is aging and showing signs of deterioration. Funding through grants is not available to cover these maintenance costs. So Ranck Electric is going to help identify the poorest areas first and begin progressive maintenance program that can be budgeted over the next few years.

Airport Manager report – Fuel pump is operational. New software was installed so that reports and pricing now can be done on site.

Mechanical for the terminal and runway lighting was reviewed during the meeting.

Commissioner comments – Elaine West is going to make arrangements to get the final donor plaque completed with names and organizations that contributed to the new terminal.

Motion West, 2nd Jakubas to adjourn at 11:10 am. All approved.

DRAFT