

**MINUTES**

**KALAMAZOO COUNTY AERONAUTICS  
BOARD OF TRUSTEES  
REGULAR MEETING**

**August 9, 2018**

**10:30 a.m.**

ITEM 1. Call to Order: Chairperson Gilbert Collver called the meeting to order at 10:33 a.m.

ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Mark Weiss, Erik Rankin, Dave Buskirk, Greg Hamelink, John Jones, Nikki Miller, and James Woodruff.

Staff Present: David Reid, Amanda Woodin, Matt Page, Shane Peterson, and Chris Van Meter.

Also Present: County Commissioner Liaisons John Gisler and Mike Seals, Deputy County Administrator-External Services Lisa Henthorn, and County Finance Director Tim Meeker.

ITEM 3. Approval of the July 12, 2018 Board Minutes: There being no changes made to the minutes, the minutes were approved as published.

ITEM 4. Citizen Comments: There were no Citizen Comments.

ITEM 5. Financial Report: Ms. Woodin reviewed the June 2018 financial reports. She stated that through June the total operating revenues and expenses were both at 48%.

ITEM 6. For Consideration:

**AIRPORT CONSENT AGENDA ITEMS**

There were no Airport Consent Agenda Items.

**AIRPORT NON-CONSENT AGENDA ITEMS**

A. Approval of 2019 Budget – Ms. Woodin is seeking approval of the 2019 budget. She reviewed the 2019 budget priorities, performance metrics, and the financial & budget summary. The 2019 budget includes operating revenues of \$4,047,200, operating expenses of \$3,127,100, and capital projects totaling \$252,500. The budget is impacted by the planned runway closure to rehab pavement. On a motion made by Mr. Weiss, supported by Mr. Jones, the 2019 budget has been approved.

- B. Approval of 2019 Rates & Charges Policy – Ms. Woodin is seeking approval of the 2019 Rates & Charges Policy. This policy is substantially the same as the 2018 policy. The only changes made were in the badging section. They include: clarification of when fees are applicable and to whom they should be charged and a \$15 fee to upgrade from a non-driving to a driving badge. On a motion made by Mr. Woodruff, supported by Mr. Buskirk, the 2019 Rates & Charges Policy has been approved.
  
- C. Approval of Amended Agreement for Professional Services with Mead & Hunt for Environmental Assessment for Runway 17/35 Extension and RIM Project - Mr. Reid is seeking approval of the amendment agreement for Professional Services with Mead & Hunt for Environmental Assessment for Runway 17/35. The original agreement was approved at the March 2018 meeting. Since the agreement was approved the FAA expanded the required scope of work to include over 25 additional items, which include the review of the airport’s current noise curfew. On a motion made by Mr. Woodruff, supported by Mr. Jones, the amended agreement for Professional Services with Mead & Hunt for the Environmental Assessment for Runway 17/35 Extension and Rim Project has been approved.
  
- D. Approval of Construction Contract with Michigan Paving and Materials Company for Runway 17/35 Rehabilitation – Mr. Reid is seeking to get approval of the Construction Contract with Michigan Paving Materials Company for the Runway 17/35 Rehabilitation. After all bids were received Michigan Paving and Materials Company was identified as the lowest compliant bidder. On a motion made by Mr. Woodruff, supported by Mr. Jones, the Construction Contract with Michigan Paving and Materials Company for Runway 17/35 Rehabilitation has been approved.

ITEM 7. Unfinished Business: There was no unfinished business.

ITEM 8. New Business: There was no new business.

ITEM 9. Airport Director’s Report: Mr. Reid presented the following report:

- 1. Market Share
  - a. June 2018 up 5%
  - b. American & United headquarter visits in Fall
  
- 2. Grants/Projects
  - a. 2018 AIP funding approval
  
- 3. Miscellaneous

- a. 3<sup>rd</sup> Annual Air Fair
  - i. Attendance was over 1200 people
- b. PFAS
  - i. ARFF Discussed
  - ii. May swap foam for smaller chain foam
  - iii. DEQ Survey

ITEM 10. Member's Time:

Mr. Weiss stated that WMU had a live PFAS incident in 2009 and annually tests 5-8 gallons per year. He stated that it would be costly to get ahead of PFAS but it would be ideal.

Mr. Seals talked about the water issues in Parchment and Richland. He also recommends trying to get ahead of PFAS.

Mr. Buskirk wanted to know if it was possible to have the wells monitored on the East side of AZO.

Mr. Hamelink stated that there was an increase in the number of bird strikes.

ITEM 12. Adjournment: There being no further business presented, the meeting adjourned at 11:36 a.m.