

**MINUTES**

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

**March 12, 2020**

**10:31 a.m.**

ITEM 1. Call to Order: Chairperson Gilbert Collver called the meeting to order at 10:31 a.m.

ITEM 2. Roll Call: Members in attendance: Gilbert Collver, Erik Rankin, Curt Aardema, Cecile Mutch, Nikki Miller, and Greg Hamelink.

Staff Present: Craig Williams, Amanda Woodin, Jessecia Harter, Eric Bjorkman, William Scamehorn, Matt Page, Matt Mattison, Steve Lumetta, Jim Koss, Lance Gary, and Airport Intern Alex Clark.

Also Present: County Commissioner Liaison John Gisler, Standard Parking Plus Regional Manager Kristen Statler, and ARFF Fire Chief Paul Vosburg

ITEM 3. Approval of the January 9, 2020 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 January financial report. She stated that through January operating revenues were at 4.3% and operating expenses were at 10%. She also stated that the county audit will be finished up in a couple of weeks and the year-end report will come out in July or August. Ms. Woodin also stated that she submitted the new PFC application and it is currently being reviewed by the FAA.

ITEM 6. For Consideration:

**AIRPORT CONSENT AGENDA ITEMS**

There were no Airport Consent Agenda Items.

**AIRPORT NON-CONSENT AGENDA ITEMS**

A. Approval for the Michigan Department of Transportation Contract to Provide Training Cost Assistance – Mr. Bjorkman is requesting approval of the State of Michigan contract for financial assistance for the FY 2020 ARFF required annual training. This will allow the State to provide up to \$2,000 in assistance for annual training. On a motion

made by Mr. Rankin, supported by Mr. Hamelink, the MDOT contract to provide training cost assistance has been approved.

**AERONAUTICS BOARD AGENDA ITEMS**

There were no Aeronautics Board Agenda Items.

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

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

ITEM 9. Airport Interim/Director Report:

Mr. Williams presented to the board the directors report. He thanked all of the board members for taking time to meet with him. He stated that he is still working on a visioning session but believes that it will be held June 18<sup>th</sup>. He met with community leaders and would like to meet with the commissioners sometime as well.

The environmental assessment for the runway extension is moving forward. There is a meeting with the Milwood Association scheduled sometime in June and a public meeting scheduled later this summer.

Mr. Williams attended the Routes conference. He met with the existing airlines. They all seemed happy but would like the load factors to be a bit higher. The Volaire conference is coming up soon. There are 8 possible meetings with difference airlines. Mr. Williams would like to meet with the air service committee to talk about possible incentives.

Mr. Williams also stated that the County is currently working to stay updated on information regarding the Coronavirus.

ITEM 10. Member's Time:

Ms. Miller thanked Ms. Woodin and Mr. Williams for their willingness to help her friend find his lost laptop.

Ms. Mutch stated that due to the Coronavirus almost all meetings at Kelloggs and the American advisory meeting have been cancelled.

Mr. Gisler stated that the County Administrator contract with Traci Moored has been extended for 3 years. He also stated that the county has been diligently working to stay updated on the Coronavirus.

Mr. Aardema stated that he encourages as much communication about the runway extension as possible. He also stated that it is very unlikely that the airlines will look into new routes at this time due to the Coronavirus.

Mr. Collver wanted to discuss how the runway extension will affect the airline operation.

Mr. Rankin stated that lengthening the runway will allow for larger aircraft; however, it will still depend on the weight and temperature.

Mr. Hamelink stated that he thought that the runway extension meeting was a great public event. He stated that he would like to revisit the rates/charges and insurance requirements for the airport with the operations committee.

ITEM 11. Adjournment: There being no further business presented, the meeting adjourned at 11:09 a.m.