

BEAVER ISLAND AIRPORT COMMISSION MEETING – February 1, 2014 Peaine Township Hall.

Members present: Elaine West, Don Vyse, Colleen Martin, and Rick Speck

Members absent: Mike Scripps, Pete Lodico, and Wojan

Meeting called to order by Elaine West at 9:16 am.

Added to the agenda – Airport planner bid date.

MOTION Vyse, Second West to approve November 2, 2013 regular meeting minutes. All approved.

Committee Reports –

Building Committee – Progress is being made but due to harsh winter weather an another extension maybe necessitated. No requests have been made but it has been discussed.

Terminal Lease Negotiations Sub Committee – Elaine West reported that new lease is similar in format to the previous lease. Negotiations are continuing. The anticipation is to bring back an agreed upon lease to the next regular BIAC meeting so that it can be voted on and then sent to the BIAC attorney for review.

Minimum Standards – tabled to next meeting.

Budget planning – Proposed budget attached

MOTION West, Second Vyse to adopt the proposed BIAC budget for 2014-2015 and submit to both Townships for approval. All approved.

Tree clearing – Contact has been made with all property owners regarding trees that are penetrating the approach areas for the airport.

Airport Planner bid date – It is required by MDOT Aero to go through the consultant selection process every 5 years. Proposal packets must be submitted by March 14, 2014. The proposals will be reviewed at the April 5, 2014 regular meeting.

Airport Manager Report –

February 2014

OPERATIONS - Snow plowing has been challenging this year. More snow than normal and lots of wind. Darrel has been doing a great job keeping up with it and the bobcat blower has been essential to keeping the car parking lot reasonably open.

The motor and meter on the fuel pump went out late December. Meter and pump motor had to be overhauled. They are back in service but need to monitor the pump motor for possible voltage issues.

Terminal – All mechanicals are operational.

MOTION Vyse, Second West to adjourn at 10:24 am, motion approved.

Budget April 2014 – March 2015 BI Airport Commission

Unaudited Fund Balance as of March 31, 2014 xxx,xxx.xx

Income

Transfer from Fund Balance	78,500.00
Peaine Twp.	46,802.00
St. James Twp.	46,802.00
Fees – Gas Sales	64,000.00
Interest Income	200.00
Reimbursements	2,000.00
Rental – air carrier	<u>6,000.00</u>

Total Income: 244,304.00

Total Funds Available xxx,xxx.xx

Expenses

Salary Airport Manager	6000.00
Payroll Taxes	390.00
Supplies	2,500.00
Professional fees	1,000.00
Contract Services	200.00
Aviation Fuel	33,000.00
Utilities	14,000.00

Repairs and Maint.	29,000.00
AWOS operation	4,000.00
Development	132,914.00
Licenses and fees	1,000.00
Insurance	9,000.00
Travel/Education	1,000.00
Payroll Expenses	300.00
Loan Payment	<u>10,000.00</u>

Total Expenses 244,304.00

Ending Fund Balance xxx,xxx.xx