



Gratiot Community Airport Advisory Committee
Gratiot County
214 E Center St., Ithaca, MI 48847
Phone (989) 875-5282

Approved Minutes of the February 14th, 2024 Meeting

The Gratiot County Airport Advisory Committee Meeting will be **Wednesday, February, 14th, 2024** beginning at 1:30pm at 3999 W Seaman Rd. Alma, MI 48801.

1. Call to Order at 1:35pm
2. Roll Call
Present: Aeric Ripley, Kurt Giles, John Leppien, Kevin Beeson, Jim Wheeler,
Manager Dennis McDonald
Absent: George Bailey
Also Present: Diandra Messer, Chris Oosterhoff, Steve Meinherdt
3. Approval of Agenda
Board Action: Motion by John Leppien, seconded by Kurt Giles to approve
agenda as written. Motion Carried 5-0-1.
4. Approval of **January 10th, 2024** Minutes
5. Board Action: Motion by Kevin Beeson, seconded by Kurt Giles to approve
January 10th, 2024 Proposed Minutes as written. Motion Carried 5-0-1.
6. Consideration of Old Business
 - a. Status of Fuel Tank Project
 - i. Made first credit card sale
 1. Card Reader wouldn't read cards and/or wouldn't disperse
fuel for multiple transactions – seems to be fixed
 - ii. Tanks to be emptied once filter received
 - iii. Sold 552gal Jet A and Sold 641 Gal of 100LowLead
 - iv. Sparling Corp. has added Emergency Information Binders
 1. Will be coming back once filters are received to empty
underground fuel tanks.
 - b. Status of RFP to Clean/Remove Old Fuel Tanks
 - i. Will begin once tanks are emptied
 - c. Status of RFQ of Engineering Firm
 - i. 1 year left on contract with current firm
 - ii. Gratiot County staff are currently drafting the RFQ
 - d. Status of Roof Repair – Five Star Bid Approved
 - i. Contract has been Received

1. Customer (Gratiot County) must procure disposal dumpster
 2. Additional \$6.00/sq.ft for decking/insulation replacement (up to \$3000)
 3. Building Permit to be pulled by Gratiot County
- e. Status of RFP for Tree Trimming
 - i. In Progress
 - ii. First Step is Notification of Property Owners
 - f. Beacon Repair
 - i. JRanckle recently put one in for \$80,000 – hinges in the center for easy access
 - ii. Option to put in Master Plan(?)
 1. Chris will discuss with MDOT
 2. Dennis will determine if beacon is required for State License
 - g. RFQs to Paint/Repair Hangers
 - h. Expiring Contracts – Ag & Mowing
 - i. Ag Contract – Bid Process to Begin for Leases w/ a Drainage Plan (Approved by BOC)
 - ii. Meeting w/ Butcher's & Bernie Barnes
 1. Interested in long term lease
 2. Willing to tile & developed a plan for efficiency (10-12k cost)
 3. Jack Butcher will be obtaining a 3rd Party Independent quote
 - iii. Mowing along runways currently completed by Butcher's
 1. 2 Sections are mowed by EEA
 - i. Drain Cleanout
 - i. Drain Commissioner can spray County drains to reduce cattails
 - ii. Private Drains need dug out – will develop a plan with the Drain Commissioner
 1. Chris will meet with Bernie to determine the best course of action
 - j. Airport Manager Contract
 - i. Chris and Dennis will meet during the week of 26th-1st
 - k. Open Seat – New Member
 - i. Steve Meinhardt recommended; Airport Authority will assign new member at meeting next week.
7. Consideration of New Business
- a. Courtesy Vehicle (Priority***)
 - i. Dodge is inoperable
 - ii. Next option is a Crown Vic from the Emergency Manager
 1. Chris will procure 1-2 vehicles for Courtesy Use
 - b. AWOS Storm Device
 - i. Upgrade – no cost to us
 - ii. Storm Scope
 1. Provides Info to Pilots

2. 22k to replace sensor if it breaks
 3. Site assessment will be performed prior to installation
 4. Chris or Dennis will speak with the Emergency Manager to determine if there is a use for the data provided
 5. Chris will speak with the Insurance company to determine the cost of coverage for the scope sensor
 6. What are the benefits to the community?
 - a. Information available on the County Website?
- c. Fuel Costs Report
- i. Airport Pricing Packet
 - ii. Local (50 Miles) Airport Fuel Prices
 - iii. Currently Unbranded – can shop around for fuel prices
 - iv. Priority Pricing Cards – offered to local, large spending customers dependent on a tiered process
- Board Action: Motion by John Leppien, supported by Kevin Beeson to allow the Airport Manager to set fuel prices and report changes in price. Motion Caried 5-0-1.
- d. Customer Discounts
- i. Tiered System
- Board Action: Motion by John Leppien, supported by Kevin Beeson to allow the Airport Manager to run and decide users of the Preferred Customer Discount. Motion Caried 5-0-1.
- e. Landing Fees
- i. Commercial Fee \$50.00 (waived if fuel is bought – 50 gal minimum)
 - ii. Fees continue to be collected by 3Pt Aviation until Gratiot County procures a credit card module for the Airport
- f. Cleaning
- i. Included in Manager Contract
- g. Refreshments
- h. Maintenance Requests
- i. Use FixIt Email
- i. Procurement
- i. Refreshments
 - ii. Cleaning Supplies
 - iii. Paper Products
 - iv. Office Supplies
 - v. Maintenance
- j. Airport Website
- i. Chris will review webpage on Gratiot County website with IT Director Matt Hewitt
- k. “PAPI” Precision Approach Path Indicator lights
- i. Need to be fixed/upgraded
 - ii. Awaiting equipment

1. Security Cameras
 - i. Chris contact Emergency Manager to determine if they can be grant funded
8. Adjournment
Board Action: Motion by Aeric Ripley, seconded by Kurt Giles to adjourn at 3:54pm. Motion Carried 5-0-1.

Gratiot Community Airport Advisory Committee

George Bailey Aeric Ripley Kurt Giles
John Leppien Kevin Beeson Jim Wheeler
Manager, Dennis McDonald