

## MINUTES

Monday, December 8, 2008  
12:00 Noon

Manistee County Blacker Airport  
Conference Room

Members Present: Ervin Kowalski, Chairperson; Charles Brooks, Vice-Chairperson; Dale Picardat; Paul Schulert; Ed Haik; and Glenn Lottie

Members Absent: Bob Wilson (excused)

Others Present: George Saylor, Airport Legal Counsel; Russell Pomeroy, Airport Authority Treasurer; and Rachel Nelson, Airport Authority Secretary

Ervin Kowalski, Chairperson, called the meeting to order at 12:05 P.M. Roll was taken by the Secretary.

The Chairman confirmed that each member had received a copy and had an opportunity to review the Minutes from the regular meeting of the Airport Authority held on Monday, November 10, 2008.

**There was a motion by Mr. Picardat, supported by Mr. Schulert to approve the Airport Authority regular meeting Minutes of Monday, November 10, 2008, as presented. Motion carried by unanimous vote.**

Mr. Kowalski had been informed by Going Places Tours & Travel that flight cancellations have become an issue. They have been trying to push using Blacker Airport, but feel they no longer can. The cancellations are not only due to inclement weather, but also to sickness, etc. as each flight only has one crew. Mr. Kowalski will discuss this issue with Mr. Lind and try to find out what the flight completion rate actually is.

The Authority next reviewed the November 2008 Accounts Payable Report (APPENDIX A). Mr. Pomeroy noted that the Envirosure Agency payment is an annual payment for pollution liability insurance. The Galaxy Electric payment is for repairs to the runway lighting and an electronic gate. The Genesis Lamp Corporation payment is for bulbs for the runway lighting.

**There was a motion by Mr. Lottie, supported by Mr. Haik to approve the November 2008, Accounts Payable Report and authorize payment of the outstanding invoices totaling \$24,117.82.**

**A roll call vote was taken:**

**Yeas: 6 (Kowalski; Brooks; Lottie; Schulert; Haik; Picardat)**

**Nays: 0**

**Absent: 1 (Wilson)**

**Motion carried.**

The Authority next reviewed the November 2008 Financial Statement (APPENDIX B) which includes a Balance Sheet, a Statement of Revenue and Expenses, and a running account of the Public Improvement Fund. Mr. Kowalski commented that he is concerned that revenue keeps going down while expenses have gone up.

**There was a motion by Mr. Lottie, supported by Mr. Brooks to approve the November 2008 Financial Statement.**

**A roll call vote was taken:**

**Yeas: 6 (Kowalski; Brooks; Lottie; Schulert; Haik; Picardat)**

**Nays: 0**

**Absent: 1 (Wilson)**

**Motion carried.**

The situation with the DNR easement was discussed. Mr. Kowalski will check with Mr. Lind about the progress of this issue. As discussed in previous months, a neighbor has complained about people parking and/or hunting on the easement/airport property, which is not allowed. Mr. Schulert reported that he had driven back on the easement and that there is a guardrail barrier which prevents people from parking correctly to access the DNR property. The DNR was supposed to create a small parking area on their property and post signs, but this never occurred. Mr. Kowalski will request that Mr. Lind contact the DNR and possibly have a representative attend the next Airport Authority meeting.

Mr. Lottie requested that if Mr. Lind cannot be at a meeting, that he submit a written report.

Sheets were handed out showing airplane passenger numbers for 2008 as well as the previous year (APPENDIX C), and the Orchard Beach Aviation rent information (APPENDIX D).

With there being no further business to come before the Authority, the meeting was adjourned at approximately 12:40 P.M.

Respectfully submitted,

  
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Rachel Nelson, Airport Authority Secretary

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# MANISTEE COUNTY BLACKER AIRPORT

NOVEMBER 2008 ACCOUNTS PAYABLE

CHECK #	VENDOR NAME	AMOUNT
	BARRY LIND	\$ 3,000.00
	CONSUMERS ENERGY	\$ -
	A T & T	\$ 18.00
	MICHCON (DTE ENERGY)	\$ 260.68
	GOCKERMAN, WILSON, SAYLOR	\$ 258.75
	ENVIROSURE AGENCY	\$ 1,486.00
	WEATHER SERVICES INTERNATIONAL	\$ 59.00
	ACE HARDWARE	\$ 19.08
	GALAXY ELECTRIC	\$ 925.23
	GENESIS LAMP CORPORATION	\$ 128.16
	MISSION AWARDS	\$ -
	NAPA AUTO PARTS	\$ 335.14
	CUSTOM SHEET METAL & HEATING	\$ -
	MANISTEE WELDING & PIPING	\$ -
	DIRECT TV	\$ 81.98
	PECKHAM ENGINEERING	\$ 163.05
	STATE OF MICHIGAN	\$ -
	MANISTEE COUNTY	\$ 226.02
	<b>TOTAL</b>	<b>\$ 6,961.09</b>
	<b>ADVERTISING INVOICES</b>	
	MS CREATIVE SERVICES	\$ -
	<b>TOTAL</b>	<b>\$ -</b>
	<b>ORCHARD BEACH AVIATION</b>	<b>\$ 17,156.73</b>
	REGULAR HOURS                      261 @ 15.00	3,915.00
	MAINTENANCE HOURS                119.5 @ 15.00	1,792.50
	PART 139 LABOR	11,279.43
	INTERNET	150.00
	MISC EXPENSE - WATER TEST	19.80
	<b>GRAND TOTAL</b>	<b>\$ 24,117.82</b>
	<b>PUBLIC IMPROVEMENT FUND</b>	
	<b>TOTAL PUBLIC IMPROVEMENT FUNDS</b>	<b>\$ -</b>

## MANISTEE COUNTY BLACKER AIRPORT

	NOVEMBER 2008 REVENUE & EXPENSES		BUDGET REMAINING		83%
	CURRENT MONTH	YEAR-TO DATE	ANNUAL BUDGET	BALANCE \$	%
<b>INCOME:</b>					
HANGER RENTAL	\$ 1,375.00	\$ 2,750.00	\$ 17,940.00	\$ 15,190.00	85%
LANDING FEES - GREAT LAKES	\$ 13,290.24	\$ 26,580.48	\$ 159,483.00	\$ 132,902.52	83%
LANDING FEES - GENERAL AVIATION	\$ 9.00	\$ 153.00	\$ 3,500.00	\$ 3,347.00	96%
AUTO RENTAL SPACE	\$ 527.56	\$ 527.56	\$ 4,200.00	\$ 3,672.44	87%
OFFICE RENT	\$ 1,125.00	\$ 2,250.00	\$ 13,500.00	\$ 11,250.00	83%
COUNTY OF MANISTEE	\$ 7,791.67	\$ 15,583.34	\$ 93,500.00	\$ 77,916.66	83%
FUEL SALES	\$ 226.02	\$ 633.36	\$ 6,500.00	\$ 5,866.64	90%
SIGN LEASE	\$ -	\$ -	\$ 3,400.00	\$ 3,400.00	100%
MISCELLANEOUS	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	100%
<b>TOTAL INCOME</b>	<b>\$ 24,344.49</b>	<b>\$ 48,477.74</b>	<b>\$ 303,023.00</b>	<b>\$ 254,545.26</b>	<b>84%</b>
<b>EXPENSES:</b>					
PERSONNEL - MANAGEMENT	\$ 3,000.00	\$ 6,000.00	\$ 36,000.00	\$ 30,000.00	83%
PERSONNEL - OPERATIONS & MAINTENANCE	\$ 16,986.93	\$ 34,406.36	\$ 169,823.00	\$ 135,416.64	80%
DUES & MEETINGS	\$ -	\$ -	\$ 500.00	\$ 500.00	100%
SUPPLIES	\$ 19.08	\$ 27.90	\$ 2,000.00	\$ 1,972.10	99%
UTILITIES	\$ 492.66	\$ 2,811.19	\$ 35,000.00	\$ 32,188.81	92%
FUEL	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	100%
REPAIRS & MAINTENANCE	\$ 1,388.53	\$ 2,202.33	\$ 7,500.00	\$ 5,297.67	71%
TERMINAL IMPROVEMENTS	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	100%
CONTRACTED SERVICES	\$ 59.00	\$ 506.00	\$ 1,800.00	\$ 1,294.00	72%
LEGAL	\$ 258.75	\$ 258.75	\$ 5,000.00	\$ 4,741.25	95%
AUDIT	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	100%
ADVERTISING	\$ -	\$ -	\$ -	\$ -	0%
TELEPHONE	\$ 18.00	\$ 36.44	\$ 400.00	\$ 363.56	91%
INSURANCE	\$ 1,486.00	\$ 1,486.00	\$ 26,000.00	\$ 24,514.00	94%
TRAINING (FIRE FIGHTER)	\$ -	\$ -	\$ -	\$ -	0%
EQUIPMENT	\$ -	\$ 947.33	\$ -	\$ (947.33)	0%
BOOKKEEPING	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	100%
NOTES PAYABLE	\$ 226.02	\$ 633.36	\$ 6,500.00	\$ 5,866.64	90%
TRANSFER OUT/FUND BALANCE	\$ -	\$ -	\$ -	\$ -	100%
MISCELLANEOUS	\$ 182.85	\$ 520.42	\$ 1,000.00	\$ 479.58	48%
	<b>\$ 24,117.82</b>	<b>\$ 49,836.08</b>	<b>\$ 303,023.00</b>	<b>\$ 253,186.92</b>	<b>84%</b>
<b>EXCESS REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>\$ 226.67</b>	<b>\$ (1,358.34)</b>			
<b>BALANCE ON HAND - AIRPORT FUND</b>					
BEGINNING BALANCE 11/01/08	\$ 68,512.68				
NOVEMBER RECEIPTS	\$ 24,660.81				
OCT DISBURSEMENTS	\$ (25,718.26)				
	<b>\$ 67,455.23</b>				

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# MANISTEE COUNTY BLACKER AIRPORT

## NOVEMBER 2008 BALANCE SHEET

<b>ASSETS</b>	<b>11/30/2008</b>	<b>10/31/2008</b>
CASH	\$ 67,455.23	\$ 68,512.68
ACCOUNTS RECEIVABLE		
GREAT LAKES AIRLINES	\$ 13,290.24	\$ 13,290.24
STATE OF MICHIGAN (ADVERTISING)	\$ -	\$ -
MISC.	\$ 735.02	\$ 1,051.34
<b>TOTAL ASSETS</b>	<b>\$ 81,480.49</b>	<b>\$ 82,854.26</b>

<b>LIABILITIES</b>	<b>11/30/2008</b>	<b>10/31/2008</b>
ACCOUNTS PAYABLE - TRADE	\$ 24,117.82	\$ 25,718.26
ACCOUNTS PAYABLE - COUNTY	\$ -	\$ -
PREPAID HANGER RENT	\$ -	\$ -
<b>TOTAL LIABILITIES</b>	<b>\$ 24,117.82</b>	<b>\$ 25,718.26</b>

<b>FUND BALANCE</b>	<b>\$ 57,362.67</b>	<b>\$ 57,136.00</b>
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<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 81,480.49</b>	<b>\$ 82,854.26</b>
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**TOTAL PUBLIC IMPROVEMENT FUNDS AVAILABLE** **\$ 128,930.51**

STATE OF MICHIGAN	\$ 3,375.00
STATE OF MICHIGAN	\$ 124,500.00
STATE OF MICHIGAN	\$ 2,475.00
STATE OF MICHIGAN	\$ 2,400.00
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (36.60)
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (8,106.42)
STATE OF MICHIGAN (SNOWBLOWER)	\$ 13,138.00
TULIP CITYAIR (SALE OF OLD SNOWBLOWER)	\$ (32,750.00)
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (12.29)
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (11.94)

**PUBLIC IMPROVEMENT FUND - CASH AVAILABLE** **\$ 23,935.53**

**PASSENGER FACILITY CHARGES COLLECTED THROUGH 11/30/2008** **\$ 4,299.34**

**BALANCE DUE TO MANISTEE COUNTY ON THE FUEL FARM AS OF:**

	<b>9/30/2008</b>	<b>\$ 24,647.84</b>
	<b>11/30/2008</b>	<b>\$ 24,014.48</b>

PASSENGERS OF GREAT LAKES  
ENPLANED / DEPLANED  
MANISTEE COUNTY BLACKER AIRPORT

	2007	2008	2009	2010	2011
	Midwest	Midwest			
<b>JAN.</b>	210/164 374	234/169 403			
<b>FEB.</b>	198/184 382	215/212 427			
<b>MARCH</b>	224/229 453	213/200 413			
<b>APRIL</b>	183/239 422	18/38 56			
<b>MAY</b>	238/251 489	0/0 0			
		<b>Great Lakes</b>			
<b>JUNE</b>	252/309 561	94/113 207			
<b>JULY</b>	340/348 688	278/301 579			
<b>AUG.</b>	348/305 653	300/293 593			
<b>SEPT.</b>	278/217 495	219/190 409			
<b>OCT.</b>	276/248 524	173/174 347			
<b>NOV.</b>	275/280 555	168/166 334			
<b>DEC.</b>	203/205 408				
<b>TOTAL</b>	<b>3025/2979</b> <b>6004</b>				

ORCHARD BEACH AVIATION

November 2008

## RENT

OFFICE	\$325.00	
HANGER	\$175.00	
FUEL	\$226.02	
LANDING FEES		
TWIN	\$9.00	(1 @ \$9)
JET	\$0.00	(0 @ \$18)
TOTAL	\$735.02	

100	663.1 Gal
JET	843.7 Gal
TOTAL	1506.8 Gal