

## MINUTES

Monday, March 10, 2008  
12:00 Noon

Manistee County Blacker Airport  
Conference Room

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

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

Ervin Kowalski, Vice-Chairperson, called the meeting to order at 12:04 P.M. Roll was taken by the Secretary.

The Vice-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, February 11, 2008.

**There was a motion by Mr. Brooks, supported by Mr. Haik to approve the Airport Authority regular meeting Minutes of Monday, February 11, 2008, as presented. Motion carried by unanimous vote.**

The Authority next reviewed the February 2008 Accounts Payable Report (APPENDIX A). Mr. Pomeroy noted that there weren't a lot of bills this month, however, it's possible that there will be more bills turned in for February when Mr. House returns from vacation. The Blarney Castle payment is for fuel for snow plowing, and the Manistee Welding & Piping payment is for repairs.

**There was a motion by Mr. Picardat, supported by Mr. Brooks to approve the February 2008, Accounts Payable Report and authorize payment of the outstanding invoices totaling \$26,036.80.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 0**

**Motion carried.**

The Authority next reviewed the February 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.

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

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 0**

**Motion carried.**

A draft letter (APPENDIX C) written by Mr. House to Dennis Devany of the Essential Air Service Division was reviewed. The letter is in response to the proposal for EAS service by Great Lakes Airlines.

**There was a motion by Mr. Brooks, supported by Mr. Picardat to allow Mr. House to sign and send the letter to Mr. Devany as presented.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 0**

**Motion carried.**

Due to the death of Fred Renner, Airport Authority Chairperson, Ervin Kowalski called for nominations of Officers.

**There was a motion by Mr. Haik, supported by Mr. Wilson to nominate Ervin Kowalski as Chairperson, close nominations and cast a unanimous ballot for Ervin Kowalski for the position of 2008 Chairperson.**

**A roll call vote was taken:**

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

**Nays: 0**

**Absent: 0**

**Motion carried.**

**There was a motion by Mr. Haik, supported by Mr. Kowalski to nominate Charles Brooks as Vice-Chairperson, close nominations and cast a unanimous ballot for Charles Brooks for the position of 2008 Vice-Chairperson.**

**A roll call vote was taken:**

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

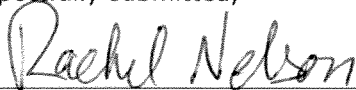
**Nays: 0**

**Absent: 0**

**Motion carried.**

With there being no further business to come before the Authority, the meeting was adjourned at approximately 12:25 P.M.

Respectfully submitted,



Rachel Nelson, Airport Authority Secretary

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# MANISTEE COUNTY BLACKER AIRPORT

FEBRUARY 2008 ACCOUNTS PAYABLE

CHECK #	VENDOR NAME	AMOUNT
	WILLIAM HOUSE	\$ 3,000.00
	CONSUMERS ENERGY	\$ -
	A T & T	\$ 18.89
	MICHCON (DTE ENERGY)	\$ 1,302.13
	GOCKERMAN, WILSON, SAYLOR	\$ 230.11
	MANISTEE WELDING & PIPING	\$ 95.97
	WEATHER SERVICES INTERNATIONAL	\$ -
	WILSON WARD CPA FIRM	\$ -
	PIPER McCREDIE AGENCY, INC	\$ -
	ACE HARDWARE	\$ 17.46
	BLARNEY CASTLE	\$ 1,514.24
	MANISTEE COUNTY	\$ -
	<b>TOTAL</b>	<b>\$ 6,178.80</b>
	<b>ADVERTISING INVOICES</b>	
	MS CREATIVE SERVICES	\$ -
	<b>TOTAL</b>	<b>\$ -</b>
	<b>ORCHARD BEACH AVIATION</b>	<b>\$ 19,858.00</b>
	REGULAR HOURS                      252 @ 14.50	3,654.00
	MAINTENANCE HOURS                252 @ 14.50	3,654.00
	SUPPLIES	50.00
	PART 139 LABOR	12,500.00
	<b>GRAND TOTAL</b>	<b>\$ 26,036.80</b>
	<b>PUBLIC IMPROVEMENT FUND</b>	
	<b>TOTAL PUBLIC IMPROVEMENT FUNDS</b>	<b>\$ -</b>

## MANISTEE COUNTY BLACKER AIRPORT

## FEBRUARY 2008 REVENUE &amp; EXPENSES

## BUDGET REMAINING

58%

INCOME:	CURRENT	YEAR-TO	ANNUAL	BALANCE	
	MONTH	DATE	BUDGET	\$	%
HANGER RENTAL	\$ 1,300.00	\$ 8,604.80	\$ 16,120.00	\$ 7,515.20	47%
LANDING FEES	\$ 20,590.25	\$ 102,951.00	\$ 247,082.00	\$ 144,131.00	58%
AUTO RENTAL SPACE	\$ -	\$ 1,928.68	\$ 4,200.00	\$ 2,271.32	54%
OFFICE RENT	\$ 1,125.00	\$ 5,625.00	\$ 13,500.00	\$ 7,875.00	58%
COUNTY OF MANISTEE	\$ 6,125.00	\$ 30,625.00	\$ 73,500.00	\$ 42,875.00	58%
STATE OF MICHIGAN - ADVERTISING	\$ -	\$ -	\$ -	\$ -	0%
FUEL SALES	\$ -	\$ 548.58	\$ 6,500.00	\$ 5,951.42	92%
SIGN LEASE	\$ -	\$ 2,000.00	\$ 3,400.00	\$ 1,400.00	41%
MISCELLANEOUS	\$ -	\$ 600.00	\$ 1,000.00	\$ 400.00	40%
<b>TOTAL INCOME</b>	<b>\$ 29,140.25</b>	<b>\$ 152,883.06</b>	<b>\$ 365,302.00</b>	<b>\$ 212,418.94</b>	<b>58%</b>

## EXPENSES:

PERSONNEL - MANAGEMENT	\$ 3,000.00	\$ 15,000.00	\$ 36,000.00	\$ 21,000.00	58%
PERSONNEL - OPERATIONS & MAINTENANCE	\$ 19,808.00	\$ 95,538.25	\$ 206,250.00	\$ 110,711.75	54%
DUES & MEETINGS	\$ -	\$ 370.00	\$ 1,000.00	\$ 630.00	63%
SUPPLIES	\$ 67.46	\$ 895.76	\$ 2,500.00	\$ 1,604.24	64%
UTILITIES	\$ 1,302.13	\$ 12,838.86	\$ 23,000.00	\$ 10,161.14	44%
FUEL	\$ 1,514.24	\$ 6,828.46	\$ 5,200.00	\$ (1,628.46)	-31%
REPAIRS & MAINTENANCE	\$ 95.97	\$ 2,780.61	\$ 10,000.00	\$ 7,219.39	72%
TERMINAL IMPROVEMENTS	\$ -	\$ 1,875.59	\$ 5,000.00	\$ 3,124.41	62%
CONTRACTED SERVICES	\$ -	\$ 894.00	\$ 1,800.00	\$ 906.00	50%
LEGAL	\$ 230.11	\$ 1,408.86	\$ 5,000.00	\$ 3,591.14	72%
AUDIT	\$ -	\$ 1,450.00	\$ 1,500.00	\$ 50.00	3%
ADVERTISING	\$ -	\$ 117.00	\$ -	\$ (117.00)	0%
TELEPHONE	\$ 18.89	\$ 147.50	\$ 1,200.00	\$ 1,052.50	88%
INSURANCE	\$ -	\$ 13,060.08	\$ 26,000.00	\$ 12,939.92	50%
TRAINING (FIRE FIGHTER)	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	0%
BOOKKEEPING	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	100%
NOTES PAYABLE	\$ -	\$ 548.58	\$ 6,500.00	\$ 5,951.42	92%
TRANSFER OUT/FUND BALANCE	\$ -	\$ -	\$ 20,402.00	\$ 20,402.00	100%
MISCELLANEOUS	\$ -	\$ 370.00	\$ 950.00	\$ 580.00	61%
	<b>\$ 26,036.80</b>	<b>\$ 154,123.55</b>	<b>\$ 365,302.00</b>	<b>\$ 211,178.45</b>	<b>58%</b>

EXCESS REVENUE OVER/(UNDER) EXPENDITURES **\$ 3,103.45** **\$ (1,240.49)**

## BALANCE ON HAND - AIRPORT FUND

BEGINNING BALANCE 02/01/08	<b>\$ 97,783.82</b>
FEBRUARY RECEIPTS	<b>\$ 28,965.25</b>
JANUARY DISBURSEMENTS	<b>\$ (38,250.93)</b>

**\$ 88,498.14**

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# MANISTEE COUNTY BLACKER AIRPORT

## FEBRUARY 2008 BALANCE SHEET

ASSETS	2/29/2008	1/31/2008
CASH	\$ 88,498.14	\$ 97,783.82
ACCOUNTS RECEIVABLE		
MIDWEST EXPRESS	\$ 20,590.25	\$ 20,590.25
STATE OF MICHIGAN (ADVERTISING)	\$ -	\$ -
MISC.	\$ 700.66	\$ 650.66
<b>TOTAL ASSETS</b>	<b>\$ 109,789.05</b>	<b>\$ 119,024.73</b>
LIABILITIES	2/29/2008	1/31/2008
ACCOUNTS PAYABLE - TRADE	\$ 26,036.80	\$ 38,250.93
ACCOUNTS PAYABLE - COUNTY	\$ -	\$ -
PREPAID HANGER RENT	\$ 375.00	\$ 500.00
<b>TOTAL LIABILITIES</b>	<b>\$ 26,411.80</b>	<b>\$ 38,750.93</b>
FUND BALANCE	2/29/2008	1/31/2008
	\$ 83,377.25	\$ 80,273.80
TOTAL LIABILITIES AND FUND BALANCE	2/29/2008	1/31/2008
	\$ 109,789.05	\$ 119,024.73
TOTAL PUBLIC IMPROVEMENT FUNDS AVAILABLE	2/29/2008	1/31/2008
	\$ 128,930.51	\$ 128,930.51
STATE OF MICHIGAN	\$ 3,375.00	\$ 3,375.00
STATE OF MICHIGAN	\$ 124,500.00	\$ 124,500.00
STATE OF MICHIGAN	\$ 2,475.00	\$ 2,475.00
STATE OF MICHIGAN	\$ 2,400.00	\$ 2,400.00
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (36.60)	\$ (36.60)
STATE OF MICHIGAN (REFUND GRANT CLOSE OUT)	\$ (8,106.42)	\$ (8,106.42)
STATE OF MICHIGAN (SNOWBLOWER)	\$ 13,138.00	\$ 13,138.00
TULIP CITYAIR (SALE OF OLD SNOWBLOWER)	\$ (32,750.00)	\$ (32,750.00)
<b>PUBLIC IMPROVEMENT FUND - CASH AVAILABLE</b>		<b>\$ 23,935.53</b>
<b>BEGINNING BALANCE FOR FIRE FIGHTER TRAINING</b>		<b>\$ 27,500.00</b>
BLARNEY CASTLE (PROPANE)		\$ 1,421.21
ORCHARD BEACH AVIATION (FIRE FIGHTER WAGES)		\$ 5,360.00
KELLOGG COMMUNITY COLLEGE (TRAINING)		\$ 12,700.00
WESTERN FIRE & SAFETY		\$ 3,976.00
GRAND TRAVERSE MOBILE		\$ 2,031.00
WESTERN FIRE & SAFETY		\$ 564.50
ORCHARD BEACH AVIATION		\$ 427.79
<b>BALANCE AVAILABLE AS OF OCTOBER 1, 2007</b>		<b>\$ 1,019.50</b>

APPENDIX C

# Manistee County Blacker Airport Authority



2323 Airport Road • Manistee, Michigan 49661 • (231) 723-4153

Dennis Devany  
Essential Air Service Division  
X-53  
Room 6401  
Office of Aviation Analysis  
Department of Transportation  
400 Seventh St. S.W.  
Washington, D.C. 20590

February 28, 2008

Dear Dennis,

We are responding per request on service at Manistee, Michigan for EAS service by Great Lakes Airlines. We switched from Chicago O'Hare to Milwaukee only because we were very familiar with Midwest Airlines reputation. Since Midwest airlines has been in Manistee our traffic has more then doubled. Reasons for traffic increase are great schedule, meeting all Midwest connections in and out of Milwaukee, competitive fares (when Midwest came here they called their fare structure "Southwest type fares"), and near 100% completion of all flights. They have continued that fare structure since starting in Manistee.

We would support the Great Lakes proposal based on operating as a Midwest Connect carrier. This would include same schedules and Midwest fare structures. We have no objections with Great Lakes code sharing with other airlines in Milwaukee as long as they maintained the Midwest connection.

Sincerely,

William J. House  
Airport Manager