



**City of Allegan  
Airport Advisory Board  
740 Grand Street  
Allegan MI 49010  
June 3, 2013, 5:30PM**

**MINUTES**

*“Preserve, promote and present general aviation for the Allegan area.”*

- I. Call to Order: Aaron called the meeting to order at 5:30 pm.
- II. Attendance: Andy Millin, Bill Boodt, Jack Ephofen, Norman Hough,  
  
Absent: Bernie Sosnowski, Lee Murray, Tom Tufflemire and Tom Clark  
  
Also Present: Gerry Doutt, Derek Mulder, Tom Noyes and Craig Warren
- III. Introduction of our new Airport Advisory Board Member – Norman Hough: Aaron introduced Norman to the Board and everyone introduced themselves.
- IV. Approval of minutes from May 6, 2013: Andy supported by Bill motioned to table the minutes until a full quorum from the May 6 meeting is present.
- V. Old Business
  - A. T-Hangar Project: Aaron updated the board on the status of the new t-hangar project. The project has been approved by City Council and the contract was awarded to Bauer Construction Group from Hudsonville, MI. The City will front the money for the extra construction costs over what is currently available in our Federal and State Airport funds this year. We will submit to the MDOT for reimbursement of the extra costs next year. This may push future projects in our ACIP back another year. The project is anticipated to begin in late June. A letter to all existing hangar renters was sent out with information about the new hangars and how to reserve a new hangar if desired.
  - B. Airport Sign Design: The Aesthetics Committee and Robert Krause completed the design of the new airport sign. The word “Municipal” was removed from the sign as recommended by the Airport Board in May. The sign was approved by City Council and should be installed later this summer.

- C. Airport Radio Frequency: We are still waiting on our FCC license. We should get something in the mail soon.
- D. Jet Fuel: There was not any new information on providing jet fuel at the airport.
- E. Industrial Storm Water Permit: Aaron informed the board of the recent DEQ inspection for our storm water permit. Aaron has taken the Industrial Storm Water Operator exam and the Public Works Department has sealed off the two catch basins on the sides of the fuel pump.
- F. Mobil homes adjacent the airport: Aaron talked with Steve Schulz, Allegan Township Supervisor, recently. Steve said all rentals are scheduled to be inspected this summer.
- G. Airplane Maintenance in the Hangars: There has been some recent maintenance activity taking place in the t-hangars. In the lease agreement there is a paragraph which states no outside contractors shall perform maintenance in the hangars and that all maintenance shall be performed in the main hangar building. Aaron asked the board their thoughts on enforcing this issue. Tom Noyes and Gerry Doult both expressed that they would like to see the paragraph removed from the lease agreements all together. They both think pilots should be able to bring in their own mechanic to service their airplane. Aaron said he would do some checking with the City's insurance carrier to see if they require this language in the lease agreements and continue this discussion at a future meeting.
- H. Airport Capital Improvement Plan: The board reviewed the current ACIP. Our 2013 plan is due to the MDOT Aeronautics by August 9, 2013. With the additional cost of the T-Hangar Project this year all of the future projects will be moved back one year.

The Board discussed changing the proposed terminal building, an AWOS system, and jet fuel pumps. The Board would like to change the "New Terminal Building" in the current ACIP to improvements to the main hangar to include a pilot's area with ADA accessible restrooms. This would consist of an addition to the building. The Board is also very interested in adding an AWOS system for the airport. They would like it fit into the plan in the next few years. Jet fuel was discussed briefly; Andy commented that he thinks it is too costly based on the recent research to justify the small use we have now. The rest of the plan was ok with the Board. Animal Control Fencing wasn't a big priority at this time. The AWOS system if eligible seemed to be of more interest than the hangar site development.

## VI. New Business

VII. Airport Manager Comments:

- Aaron informed the Board that Derek has reached an agreement with the City to lease the small block building to the north of the main hangar.
- Aaron also informed the Board that the fuel system is temporarily down. The pump started acting up last Friday and a Tech from United Petroleum was out to look at it on Saturday. United Petroleum ordered a new pump and it should be up and running on Wednesday.

VIII. Advisory Board Comments:

IX. Adjournment: Andy supported by Bill motioned to adjourn the meeting at 6:25 pm.

**Copies of the minutes of the Airport Advisory Board may be obtained at City Hall, 112 Locust Street, Allegan, Michigan 49010. (269) 673-5511**