

Airport Authority Chairperson Aeris Ripley called a special meeting of the Gratiot Community Airport Authority to order at 9:07 a.m. at the Alma Municipal Building. A quorum of the Authority Board was present in City Commission Chambers.

Roll Call

Board members present: Jamey Conn, Kurt Giles, David Ringle, Aeris Ripley, and Sam Smith.
Board members absent: Kevin Beeson.

Others present: Robert Buchanan, Curtis Dancer, Dennis McDonald, Chris Oosterhoff, and Jim Wheeler.

**Motion by Giles, seconded by Ringle, to approve minutes of the April 19, 2023, special meeting, as presented.
Motion carried.**

**Yes: Conn, Giles, Ringle, Ripley, and Smith.
No: none.
Absent: Beeson.**

Airport Transition Process

Chairperson Ripley noted Bob Buchanan would be reviewing the steps needed to transition airport ownership to Gratiot County.

Buchanan, appearing via Zoom, explained the first step would be a formal resolution adopted by each member's board requesting withdrawal and removal from the Airport Authority, conditioned on approval by the Airport Authority. The Authority would need a vote of at least two-thirds of the entire body to approve the requests to withdraw. If adopted by the Airport Authority, Gratiot County would remain the sole member, and would need to adopt a resolution of consent, becoming a new Authority, and would create a new advisory committee. Buchanan said an intergovernmental agreement would also likely be necessary for continuation of administrative services from the City of Alma until such services could be established by the County Board.

Ripley mentioned general building maintenance. Buchanan noted those details would need to be developed for the agreement. He will also be working on property leases between the three property owners: the City of Alma, County of Gratiot, and Airport Commission. He noted any by-law changes would also need to be considered, and all changes would be contingent upon final acceptance by MDOT Aeronautics.

Ripley asked for a projected timeline. Buchanan suggested the final documents could be provided within thirty days. Brief discussion followed regarding delivery within the week of the template resolutions for withdrawal and the timeline for approval by members. Dancer asked if the Authority's resolution to accept the withdrawals would need to include an effective date. Ripley answered the date of the meeting would be the effective date. Conn confirmed the action would leave the County as the sole remaining member. Smith asked if everything could be delivered to the County for their meeting on June 20th. It was noted Pine River's meeting date is also June 20th, so final consent from the County will likely have to wait until their first meeting in July.

Buchanan left the meeting at 9:25 a.m.

Budget Amendments

Ripley asked for approval of a budget amendment to cover overages in the contract fees line item that were related to legal fees, insurance, mowing, and the fuel truck.

Motion by Giles, seconded by Conn, to approve the following FY 2023 budget amendment:

- a. To increase the Gratiot Airport Authority Expenditure Budget \$12,500 to cover unanticipated overages in Contract fees in the current year.

Motion to approve the budget amendment carried.

Yes: Conn, Giles, Ringle, Ripley, and Smith.

No: none.

Absent: Beeson.

Proposed Budget for FY 2024

Ripley explained that since a final transition date has not been established, Finance Director Curtis Dancer prepared a FY 2024 budget to meet required deadlines. Ripley noted ARPA funds have not yet been received, but all land leases, and agreements have been extended to allow for the transition.

Motion by Giles, seconded by Smith, to adopt the FY 2024 Airport Authority Annual Budget, as presented.

Motion carried.

Yes: Conn, Giles, Ringle, Ripley, and Smith.

No: none.

Absent: Beeson.

Request for Assignment of Hangar Lease

Ripley asked the Authority to consider a request for a lease assignment from Freed Construction to EAA Chapter 134 for Hangar T4-3.

Motion by Ringle, seconded by Giles, to accept an Assignment of Lease With Consent for Hangar T4-3 between Freed Construction, as Assignor, and EAA Chapter 134, as Assignee. Motion carried.

Yes: Conn, Giles, Ringle, Ripley, and Smith.

No: none.

Absent: Beeson.

Brief discussion followed between Ripley and Oosterhoff about an application for grant funds that had not been successful, and the new application period. Oosterhoff asked for permission from the Authority to act as agent and research what's needed for a successful application. Authority members gave verbal consent. Dennis McDonald, Airport Manager, said the grant is based on a point system. Additional brief discussion followed about the terminal building.

Airport Manager Report

McDonald provided an update on the status of the fuel tank project saying survey stakes are up, but the project has been delayed a week from the original timeline as they are now waiting on meters. Smith asked about the process. McDonald said the plan is to move forward with as much as can be done, then a work stoppage is expected until the beginning of September. On-site storage has been offered to assist with keeping the project moving as much as possible.

McDonald went on to talk about flying activity and jet fuel sales at the airport. He noted there is currently some construction while lines are being installed, but none affecting runways. He said no fly-ins are scheduled until August.

New and Old Business

No other items were brought up.

Public Comment

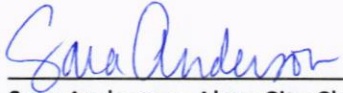
No public comments were offered.

Motion by Conn, seconded by Ringle, to adjourn at 9:42 a.m. Motion carried.

Yes: Conn, Giles, Ringle, Ripley, and Smith.

No: none.

Absent: Beeson.



Sara Anderson, Alma City Clerk

Date of Approval: June 22, 2023