

AIRPORT COMMISSION

Thomas Kendziora
Airport Administrator

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MEMBERS

Dawn Bales, Nancy Jenkins-Arno, Terry Collins
Second Floor, Old Court House
301 N. Main St,
Adrian, MI 49221

MEETING LOCATION
Commission Chambers

Minutes: Monday, September 9, 2024

I. Call to Order

The meeting was called to order at 09:00 AM by Commissioner Bales.

Present: Commissioner Collins, Commissioner Jenkins-Arno, Commissioner Bales
Also Chairman Jim Van Doren, Commissioner Kevin Martis, Administrator Kim
Present: Murphy, Deputy Administrator Shannon Elliott, Marketing & Communications
Coordinator Jen Ambrose, Administrative Coordinator Carissa Zubke, Airport
Manager Thomas Kendziora, Airport Account Clerk Ashlyn Malak, Finance
Director Daniel Zimolzak

II. Moment of Silence

III. Pledge of Allegiance

IV. Approval of Minutes

A. Approval of Minutes: August 5, 2024

Motion by Commissioner Collins, seconded by Commissioner Jenkins-Arno, to approve the minutes of August 5, 2024. Motion carried.

V. Additional Business to be Added to the Agenda

VI. Manager's Report

A. Manager's Report

Airport Manager, Thomas Kendziora reviewed the Manager's Report.

Equipment Maintenance: The New Holland Tractor is back from the repair shop and is in good mowing condition. The batwing mower deck replacement parts arrived with the repairs made by staff, and it is now in good mowing condition.

Grounds Maintenance: Final weed control is complete. Tree and brush removal will continue throughout the fall. Driveways through the airport have been regraded and filled with rock to

prevent potholes.

Building Repairs/Projects: Hangar tenants have reported fraying cables which have been replaced. Hangar inspections will take place at the end of the month.

Airport Operations: The MIS race brought 13 jets and two helicopters. Just north of 4,000 gals. of jet fuel were sold, bringing a bit more than \$20,000 in sales. The pilots were pleased with the services provided and are excited about coming back next year. The food that has been historically provided for the pilots has been brought up many times in recent years and is being looked into again in the future. The race in 2025 is scheduled for early June due to the broadcast on Amazon Prime, so preparations will begin much earlier than usual.

Motion by Commissioner Jenkins-Arno, Second by Commissioner Collins, to accept the Manager's Report and be filed. Motion Carried

VII. Finance Reports

A. Finance Report

The finance report was reviewed

VIII. Other Business

A. 100 LL Self Serve Update

Thomas provided an update to the 100 LL self-serve dispenser which was struck by lightning early to mid-August. MMRMA insurance has approved the purchase of replacement parts which have been ordered.

IX. Public Comment

X. Adjournment

Motion by Terry Collins, Second by Nancy Jenkins-Arno, to adjourn the meeting at 09:13 AM. Motion Carried.