

AIRPORT ZONING BOARD OF APPEALS

Thomas Kendziora
Airport Manager/ Zoning
Administrator

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MEMBERS

Dave LaMontaine, Roger Johnson, Glenn Preston,
Ryan Rank, Nancy Jenkins-Arno, Eric Rogers (*alternate*)
Second Floor, Old Court House
301 N. Main St,
Adrian, MI 49221

MEETING LOCATION

Commission Chambers

Minutes: Tuesday, May 6, 2025

I. Call to Order

The meeting was called to order at 02:00 PM by Administrator Kimberly Murphy.

Present: David LaMontaine, Roger Johnson, Glenn Preston, Eric Rogers (*alternate*)

Absent: Ryan Rank, Nancy Jenkins-Arno

Also Administrator Kim Murphy, Deputy Administrator Shannon Elliott, Marketing &

Present: Communications Coordinator Jen Ambrose, Airport Manager Thomas
Kendziora, Diane Spillman

Administrator Murphy stated that she would like to add the election of officers to the agenda (Chair and Vice-Chair) as well as discussing the terms of office, if they are comfortable. No objections were made to the addition.

II. Approval of Minutes

A. Approval of Minutes: March 31, 2025

Motion by Preston, Second by Johnson to approve the minutes of March 31, 2025.. Votes in Favor: LaMontaine, Johnson, Preston. Opposed: None. Motion Passed.

III. New Business

A. Election of Officers

Administrator Murphy brought forward the matter of electing a Chair and Vice-Chair to the board. Preston stated that he would like to defer the matter until other members were present, notably Ryan Rank. Roger Johnson inquired as to whether someone could be nominated if they were not present. Administrator Murphy confirmed that someone can be nominated if they are not present.

Motion by Preston, Second by Johnson to nominate Ryan Rank as Chair of the Airport Zoning Board of Appeals. Votes in Favor: LaMontaine, Johnson, Preston. Opposed: None. Motion

Passed.

Motion by Johnson, Second by LaMontaine to nominate Glenn Preston as Vice-Chair of the Airport Zoning Board of Appeals. Votes in Favor: LaMontaine, Johnson, Preston. Opposed: None. Motion Passed.

Administrator Murphy asked the newly elected Vice-Chair if he would like to assume the leadership of the meeting. Preston declined and deferred to Administrator Murphy.

B. Terms of Service

Administrator Murphy presented the matter to the board. The board has five members who have all been appointed to three-year terms. Those terms should be staggered as follows: 1 1-year term, 2 two-year terms, and 2 three-year terms. She requested the board members contemplate the matter between this meeting and the next to determine which term they wish to fulfill.

C. Organization and Procedures Manual

The manual was presented by Administrator Murphy. The board reviewed the document and the recommended changes presented by the Administrator's Office and Mead & Hunt.

Johnson suggested that the annual meeting requirement be done concurrently with the Airport Zoning Board in a joint meeting.

Administrator Murphy again highlighted the terms of service. LaMontaine requested his phone number and residence information be updated for accuracy.

Administrator Murphy introduced the Airport Manager, Thomas Kendziora and explained the process for zoning appeals and what the expectations of the board are, should they receive an appeal. The board should become familiar with both the Organization and Procedures Manual, as well as the Zoning Ordinance.

IV. Public Comment

There was no public comment.

V. Member Comment

Preston inquired about the process when we find out about projects after construction has already begun or is complete. What is the process for enforcement of the ordinance?

Airport Manager Kendziora explained that most of our residents do not know about the Lenawee County Airport Zoning Ordinance. If and/or when we do find out about a project that has not gone through the application process, we will then begin the process with them, typically with an Airspace study through the FAA. Education with our municipalities will be crucial once the revisions to the Ordinance are complete.

VI. Adjournment

Motion by LaMontaine, Second by Preston to adjourn the meeting at 02:25 PM. Votes in Favor: LaMontaine, Johnson, Preston. Opposed: None. Motion Passed.