

AIRPORT COMMISSION

Thomas Kendziora
Airport Administrator

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MEMBERS

Beth Blanco, Ralph Tillotson, Terry Collins
Second Floor, Old Court House
301 N. Main St,
Adrian, MI 49221

MEETING LOCATION
Commission Chambers

Minutes: Monday, August 4, 2025

I. Approval of Minutes

A. Approval of Minutes: June 2, 2025

Motion by Commissioner VanDoren, Second by Commissioner Blanco to approve the minutes of June 2, 2025. Motion carried.

II. Call to Order

The meeting was called to order at 09:01 AM by Commissioner Collins

Present: Commissioner Collins, Commissioner Blanco, Commissioner VanDoren

Also Present: Administrator Kim Murphy, Deputy Administrator Shannon Elliott, Marketing & Communications Coordinator Jen Ambrose, Carissa Zubke, Airport Manager Thomas Kendziora, Airport Account Clerk Ashlyn Malak, Skywalker Flight School Owner Johanna Walker.

III. Additional Business to be Added to the Agenda

IV. Manager's Report

A. Managers Report

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

Equipment Maintenance: The Airport Crew car experienced heavy use, leading to break lines and the CV axle needing replacement. It was replaced in-house and is in working order. The brush hog mower deck gear box broke and was also repaired in-house. The New Holland tractor experienced A/C issues and was recharged and repaired. The 100 LL self-serve fuel hose expires soon and a replacement was ordered. Cameras from IT also arrived and will be replaced in the near future.

Grounds Maintenance: Weed control and tree trimming continues to take place around the airport for maintenance.

Airport Operations: The MIS NASCAR races took place in early June. Office staff put in extra

hours for the operation to run smoothly. The homemade food went over well and more traffic is expected to come next year. Two more aircraft were based on-field from the previous year and just shy of 3,000 gallons of jet fuel was sold. Crop dusting operations have started and precautions are being taken in advance for safety standards. Other operations using the field included banner towing for the Lenawee County Fair. The airport General Utility License Compliance Inspection took place. Lenawee was the first of the inspector's airports not to receive a provisional license. We were told our inspection went smoothly and recommendations were given for improvements.

Discussion was had about the crew car and New Holland tractor replacement. Commissioner Van Doren questioned if a plan was in place for the purchase of these pieces of equipment. Airport Manager Thomas explained that plans are in place.

V. Finance Reports

A. Finance Report

The finance report was reviewed

B. Avigation Easement Update

Administrator Kim Murphy provided an update on the Avigation Easement project. Two sets of closings with 10 homeowners have taken place. Closing costs are being shown in the Airport's budget and conversations are being had about reimbursement for those costs. Tree removal is expected to take place in Fall 2025 or Fall 2026.

VI. Other Business

A. September 1 Meeting

The September 1 is set to take place on Labor Day. The meeting will be rescheduled for September 8, 2025.

B. Based Aircraft Discussion

Airport Manager Thomas Kendziora introduced a new aircraft being based on Lenawee County on the ramp. A Challenger Jet is being housed on the Ramp due to it being too large to fit in any hangar on-field. Mr. Kendziora started the discussion of building a hangar large enough to be based at Lenawee County Airport.

VII. Public Comment

Skywalker Flight School Owner Johanna Walker spoke on behalf of the chief pilot of the Challenger based on field and provided information about the aircraft size and fuel consumption. She explained that the owner of the aircraft would be interested in either a land lease or standard rental of a hangar if one big enough was built. Commissioners Van Doren and Collins expressed their enthusiasm for the future discussions and recommend the owner meet with the Airport Manager in the near future.

VIII. Adjournment

Motion by Commissioner Blanco, Second by Commissioner VanDoren to adjourn the August 4 meeting at 9:22 am. Motion carried.