

**CITY OF GRAND HAVEN AIRPORT BOARD MEETING**  
**Grand Haven Memorial Airport**  
**16446 Comstock**  
**April 22, 2025**  
**5:30PM**

- Meeting Called to Order – Ben Ennenga
- Roll Call – Ben Ennenga
- Approval of Regular Meeting Agenda
- First Call to the Audience – Ben Ennenga
- Acceptance of March 25, 2025 Meeting minutes- Ben Ennenga
- New Business-
  - Say Weather Station presentation Ben Ennenga
- Old Business:
- Airport Manager Report –
  - Airport monthly progress report- Earle Bares
- Airport Liaison Report Tom Manderscheid
- Call to the Audience -Ben Ennenga
- Adjournment – Ben Ennenga

If you are unable to attend, please contact Tom Manderscheid by e-mail at [tmandy@charter.net](mailto:tmandy@charter.net) or call 616-402-1637.



## **Grand Haven Airport Board Meeting Minutes March 25th, 2025**

Chairperson Ben Ennenga called the meeting to order at 5:30 pm

Roll Call: Richard Clapp

**Members present:** Denny Swartout, Dale Hagenbuch, Richard Clapp, Ben Ennenga, Tricia Harrell

**Others Present:** Earle Bares- Airport Manager, Tom Mandersheid- Airport Liaison

**Guests:** Jennifer Bares, Mayor Robert Monetza, Roland Ashby, Louis Lybrook

### **Summary:**

The Grand Haven Airport Board Meeting on March 25, 2025, covered various topics including the approval of previous meeting minutes, airport projects, safety and security issues, and financial updates.

### **First Call to the audience**

Jennifer Bares, 14981 Briarwood Street:

Just a quick update on Dawn Patrol, which is on June 7th at the Grand Haven Airport.

- We are working on getting volunteers and have sent out emails this week.
- Our main goal is to secure volunteers and then focus on silent auction items.

If you or anyone you know would like to volunteer, please contact us at the airport at 616-842-4430. We need kitchen staff for breakfast, as well as ground and traffic control.

Roland Ashby, 15003 River Bluff Place:

I wanted to inform you that I will be attending Sun & Fun next week, which may include discussions with Say Weather. If there is anything specific you would like me to discuss or address, please let me know.

Louis Lybrook, 1108 S Harbor Drive:

I was wondering if there were any flight instructors.

### **Minutes:**

- Acceptance of 2/25/2025 meeting minutes  
Motion by Clapp, motion carried with unanimous support

### **New Business:**

Amend as necessary and approve revisions to the minimum standards to support layout and land lease contracts. We can develop a package to insert within the current minimum standards.

This proposed addition would be included in paragraph 4.2. The private hangar construction minimums shall consist of:

- A 3600 square foot building.
- Interior door opening not less than 58 feet.
- Interior hangar depth not less than 57 feet.
- Interior ceiling height not less than 16 feet.
- Minimum bifold door size of 60 feet by 16 feet.
- Separate main-access door if not incorporated into the bifold door.
- Single-phase electric metered separately.
- Sufficient interior lighting and electrical outlets.
- Concrete flooring throughout the interior.
- Exterior paved area of 60 feet by 60 feet, using either concrete or asphalt.

If constructing a hanger of significant size, it may be beneficial to ensure there are no openings that allow wildlife entry.

There should be consideration for sealed joints and possible insulation with a plastic coating to maintain a clean and secure environment within the hangar. These additional details can enhance overall functionality without overly complicating the minimum standards. Our goal is to establish practical yet sufficient guidelines for hangar construction.

Building a 60-foot door will likely increase costs and make it non-standard. Based on research, constructing such a hangar would be more expensive due to the need for a wider hangar. The objective is to build an appropriately sized hangar for potential large aircraft, such as a King Air or Pilatus.

The standard size being considered is a 60 by 60 foot hangar. Door specifications might range around 57 to 58 feet. These dimensions are flexible, but there is a baseline to ensure adequate planning and detailed proposals.

Overall, the focus is on long-term value for the airport. Thus, proposed constructions should align with these guidelines to provide lasting benefits. For instance, a 60-by-60 hangar with a 58-foot-wide door is deemed appropriate based on current conventions.

## Old Business:

(None)

## Airport Manager's Report:

### Summary:

- **Funding and Projects:** We've received state grants for crack sealing and fuel dispensers. We'll receive at least the granted amount, with potential extra funds if costs exceed estimates. Fuel dispenser bids are lower than expected.
- **Crack Sealing:** Responsibility lies with us, not the state of Michigan. The City of Grand Haven might assist with cost-effective completion. It's funded 100% by the state.
- **Land Leases and Hangars:** Progress made on land leases and hangar projects; awaiting City Council approval for land lease changes. The maintenance of airport facilities is ongoing.
- **Wildlife and Weather Management:** Reports of deer on the runway; no noise complaints. Operations for February are slightly below average with stable fuel prices. Preparation for the upcoming season includes securing sufficient fuel.
- **Hangar Demand:** Strong interest in hangar space with over 40 individuals on the list. Maintenance items such as repairing runway lights are underway.
- **System Performance:** Temporary downtime for fuel system due to credit card processing issues. Continuous monitoring ensures quick issue resolution.
- **Fuel Prices:** Price stability observed, maintaining competitive rates locally.

### Projects

- Runway 18/36 rehabilitation project: Still waiting on the grant (BIL funding) paperwork. The approval and funding (~\$500,000) for this project was made at the March meeting of the Michigan Aeronautics Commission. Work expected to begin late this summer.
- Crack sealing, pavement and repainting, (not inclusive of runway 18/36), 41,000 feet of crack seal; 26,000 square feet of white paint, 21,000 square feet of yellow paint, and 500 square feet of black paint. Note: We will have to make up a project and work plan for this and perhaps go out for a bid - this will not be handled by MDOT in the usual way, it will be on an individual basis - but the crack seal company may honor their cost agreement with MDOT.

- Jet A and 100LL fuel pump replacement project: To be funded by the state of Michigan. We will replace the existing pumps and install two new pump dispensers, update all systems/components, and install emergency shutoff valves. The interface will be designed by QT pod. Fuel pump replacement involves interfacing new systems with existing ones.

#### Safety & Security

- No noise complaints, four deer reported on runway a few weeks ago.
- Powerline Orange balls not installed by BLP.
- 1 Notam

#### Airport Operations & Activity

- 113 Log Entries
- Fuel sales were less than last year
- Fuel Sales were 485 Gal. 100LL, 0 Gal. Jet A
- 58 Aircraft home based on the field.
- Worked on 0 aircraft, no flight instruction
- Hangars are fully occupied

#### Airport Facilities

(n/a)

#### **Airport Liaison Report:**

##### Summary:

The city council has approved the recommendation to award the reconstruction of Runway 18/36. The signed document has been sent to Prein & Neuhoff. We must wait for federal funding before initiating any spending on this project. It could take up to three months to receive the funds; hence, construction will not likely begin until next year.

A copy of the capital budget has been provided for the upcoming year, which is currently under review by the finance director before being presented to the City Council for approval. Historically, we've had no issues getting approval, but it remains uncertain until confirmed.

Regarding the T-hanger project, we aim to align the demolition and construction phases to minimize revenue loss. Ideally, tearing down the old hangars around August and starting the new construction promptly would be optimal. Moving forward with this plan requires careful coordination to ensure a smooth transition.

Accounts receivable over 30 days: \$0

Airport Cash balance: \$416,243.97

**Second Call to audience:**

(None)

**Motion to adjourn, seconded: Clapp, Harrell**

**Adjournment 6:32 pm**

**Minutes submitted by board secretary, Richard Clapp**