

## MINUTES

Monday, May 15, 2023  
12:00 P.M.

Manistee County Blacker Airport  
Conference Room

Members Present: Michael Eagan, Chair; Elissa Laskey, Vice Chair; Jeffrey Dontz, Secretary; George Becker; Andrew Gentile (Left at 12:53 PM); Karen Goodman; Cynthia Kaminski

Members Absent:

Others Present: Barry Lind, Airport Director; Susan Zielinski, Airport Authority Treasurer; Kristyn Malkowski, Airport Authority Recording Secretary; Andrew Bonney, Cape Air Senior Vice-President of Planning; Matthew Reinhart, Cape Air Midwest Regional Director

Mr. Eagan called the meeting to order at 12:06 P.M. Roll was taken by the recording Secretary.

**There was a motion by Mr. Dontz supported by Mr. Becker to approve the May 15, 2023, meeting agenda.**

**All in Favor**

**Motion Carries**

Public Comment: There was no public comment.

The Chair confirmed that each member had received a copy and an opportunity to review the minutes from the regular meeting of the Airport Authority held on Monday, April 17, 2023.

**There was a motion by Ms. Goodman supported by Ms. Kaminski to approve the Airport Authority regular meeting minutes of April 17, 2023.**

**All in Favor**

**Motion Carries**

Mr. Bonney and Mr. Rhinehart gave a Quarterly Update from Cape Air.

### OVERALL UPDATE

- The USDOT selected Contour Airlines to take over all the Cape Air hubs in the Midwest Region, excluding the Manistee/Chicago-O'Hare hubs. The Midwest region is considering switching from Cape Air's service to a regional jet for their essential air services. Cape Air



will put forth all their efforts into their remaining establishments. Maintenance being done in Manistee helps all efforts.

- Crews are set to continue being based in Chicago/O'Hare and will stay overnight in Manistee. Cape Air only had one crew member to accept the offer to be based in Manistee and stay overnight in the Chicago/O'Hare area.
- The summer schedule seems to be on track and will begin on May 24<sup>th</sup>, 2023. All positions are accounted for at the Chicago/O'Hare hub. 2 of the 6 expected pilots are still in pending completion status, Mr. Bonney reassured Cape Air will pay special attention to this matter. Cape Air has seen significant trends on the positive side for hiring Pilots/Captains.

#### GATES

- Chicago Central Air Service Operations will now be located at Gate G-15, at O'Hare Airport. The terminal will be shared with Denver Air Connection and Contour Airlines and surrounded by American Airlines. The new gate changes will begin May 18, 2023. Cape Air is working to ensure customers are well updated on the changes.

#### BOOKINGS

- Overall bookings - are slightly down from last year, but the schedule starts a week later. Summer schedule – Advance bookings are down for the month of May. Schedule conflicts will cause the June numbers to be down 2%; July is booked down 12%; and August is booked down 44%. Mr. Bonney reassured Cape Air is aware of this and will pay special attention to this matter.

The Authority reviewed the April 2023 Accounts Payable Report. Ms. Zielinski advised the board that there should be two separate motions, one for the approval of the April 2023 Accounts Payable Report, and one for the April 2023 Accounts Payable – Fund 481 (Capital Improvement fund).

**There was a motion by Mr. Dontz supported by Mr. Gentile to approve the April 2023 Accounts Payable Report.**

**A roll call vote was taken:**

**Yeas: 7 (Eagan; Laskey; Dontz; Gentile; Goodman; Kaminski; Becker)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

**There was a motion by Ms. Laskey supported by Mr. Dontz to approve the April 2023 Accounts Payable – Fund 481 Report.**

**A roll call vote was taken:**

**Yeas: 7 (Eagan; Laskey; Dontz; Gentile; Goodman; Kaminski; Becker)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

The Authority reviewed the April 2023 Financial Statement, which includes a Balance Sheet and a Statement of Revenue and Expenses.

**There was a motion by Ms. Goodman supported by Mr. Dontz to approve the April 2023 Financial Statement.**

**A roll call vote was taken:**

**Yeas: 7 (Eagan; Laskey; Dontz; Gentile; Goodman; Kaminski; Becker)**

**Nays: 0**

**Absent:0**

**Motion carried.**

The Orchard Beach Aviation rent information was provided, as well as fuel sales for April 2023.

Committee Assignments discussions and reports:

The Executive Committee: Did not meet.

Capital Projects Committee: The committee decided not to go through with the Fuel Farm update until further notice. According to the committee, the equipment is currently in good shape, and it is not financially feasible to install a self-serving pump, at this time. Instead, the committee decided on the following projects.

- New Priority 1 - Cape Air Hangar Heater.
- New Priority 2 – Cape Air Hangar Door Bracing/Repair
- New Priority 3 – LED Lighting
- New Priority 4 – Vinyl/Carpet
- New Priority 5 – Chairs

The committee requested for the approval of the installation of LED Lighting in the following areas: Ramp/Parking Lot; Truck Barn; Cape Air Hangar; Terminal. Mr. Lind provided an invoice from Galaxy Electric, in the amount of \$5,335 (APPENDIX A).

**There was a motion by Ms. Goodman, supported by Ms. Laskey, to approve the use of funds from Grant 2022-06 – Terminal & Fuel Systems Update, for the installation of LED lighting, in the amount of \$5,335, to Galaxy Electric.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Dontz; Goodman; Kaminski; Becker)**

**Nays: 0**

**Absent: 1 (Gentile)**

**Motion Carried.**

The committee requested for the approval of repairs and bracing of the Cape Air Hangar Door. Mr. Lind presented the invoice from Speedwrench, Inc., in the amount of \$2,855.64 (APPENDIX B).

**There was a motion by Ms. Goodman supported by Ms. Laskey to approve the use of funds from Grant 2022-05 – T – Hangar Refurbishment, for repairs and bracing of the Cape Air Hangar Door, in the amount of \$2,855.64, to Speedwrench, Inc.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Dontz; Goodman; Kaminski; Becker)**

**Nays: 0**

**Absent: 1 (Gentile)**

**Motion carried.**

For current Grant funding and balance, please review pages 2 and 5 of the April 2023 Accounts Payable Report.

Budget Committee: Did not meet.

Mr. Lind presented the May 15, 2023, Airport Directors Report (APPENDIX C).

**New Business:**

Mr. Lind requested the board's approval to accept the 2<sup>nd</sup> amended PFAS Investigation Contract between the Manistee County Blacker Airport and Prein & Newhof (APPENDIX D).

**There was a motion by Ms. Goodman supported by Ms. Laskey to approve the 2<sup>nd</sup> amended PFAS Investigation contract between the Manistee County Blacker Airport and Prein & Newhof. This motion also approves that Mr. Eagan can sign said contract.**

**A roll call vote was taken:**

**Yeas: 6 (Eagan; Laskey; Dontz; Goodman; Kaminski; Becker)**

**Nays: 0**

**Absent: 1 (Gentile)**

**Motion carried.**

**Old Business:**

Manistee Township Zoning Ordinance: Mr. Lind stated that he has been attending the Manistee Township Planning Commission meetings. Mr. Lind will reach out for legal advice on the interpretation of the Zoning Ordinance and will update the board at the June meeting.

LEO Coverage: No update.

Bylaws Review – The board requested that Mr. Lind present a proposal of the changes. The committee will review the bylaws and bring any concerns to the attention of the board.

Runway Extension Plans – No update at this time, waiting for the completion of the Consultant Selection Process.

Commercial, Liability and Auto Insurance – Mr. Lind has been in communication with Ms. Lisa Sagala, Manistee County Administrator/Controller, regarding the insurance policies. Mr. Lind will bring an update to the June meeting.

There being no further business to come before the Authority, the meeting was adjourned at 1:34 P.M.

Respectfully Submitted,



Jeffrey Bontz, Airport Authority Secretary



# MANISTEE COUNTY BLACKER AIRPORT

APRIL 2023 ACCOUNTS PAYABLE - FUND 481

HAGLUND'S FLOOR COVERING, INC	NEW CARPETING	\$ 14,365.00
AUTOMATIC EQUIPMENT SALES & SERVICE	TERMINAL DOOR/SECURITY CARD READERS	\$ 8,343.96
FORBES SANITATION & EXCAVATION	REMOVAL OF BUILDING	\$ 6,000.00
GRAND TOTAL		\$ 28,708.96



# MANISTEE COUNTY BLACKER AIRPORT

## APRIL 2023 REVENUE & EXPENSES

DESCRIPTION	ACTIVITY FOR APRIL INCREASE (DECREASE)	ACTIVITY FOR MARCH INCREASE (DECREASE)	YTD BALANCE 10/01/22 TO 04/30/2023 NORMAL (ABNORMAL)	2022/23 ORIGINAL BUDGET	% BDGT USED
<b>Fund 295 - AIRPORT AUTHORITY FUND</b>					
<b>Revenues</b>					
OTHER FEDERAL GRANTS (CARES ACT)	0.00	0.00	0.00	32,000.00	0.0%
STATE REIMBURSEMENTS	0.00	0.00	0.00	12,000.00	0.0%
INTEREST EARNED	0.00	32.06	181.41	0.00	0.0%
RENT & ROYALTIES	1,292.19	1,346.71	8,547.21	16,100.00	53.1%
LANDING FEES GENERAL AVIATION	52.24	0.00	470.16	2,200.00	21.4%
RENT AND LANDING FEES	21,267.18	21,290.92	150,715.57	275,000.00	54.8%
HANGAR RENT	2,627.42	2,325.00	15,902.42	25,000.00	63.6%
CAR RENTAL FEES	2,634.84	0.00	4,772.26	7,500.00	63.6%
SIGN LEASE	0.00	0.00	0.00	4,000.00	0.0%
PASSENGER FACILITY CHARGES	1,812.37	1,757.40	8,940.15	30,000.00	29.8%
MISC. REVENUE	3.40	6.70	295,054.60	300,000.00	0.0%
FUEL SALES	931.21	836.91	6,565.54	22,000.00	29.8%
TRANSFER IN - GENERAL FUND	10,833.33	10,833.33	75,833.31	130,000.00	58.3%
	41,454.18	38,429.03	566,982.63	855,800.00	66.3%
<b>Expenditures</b>					
MISC. SUPPLIES	0.00	0.00	1,930.24	3,000.00	64.3%
GAS AND OIL	1,311.84	135.44	7,327.76	9,000.00	81.4%
CONTRACTED SERVICES	0.00	0.00	243.40	1,400.00	17.4%
CONTRACTED SERVICES - AUDIT	6,800.00	0.00	6,800.00	7,500.00	90.7%
CONTRACTED SERVICES - MAINT.	23,669.11	27,128.42	165,270.27	294,500.00	56.1%
CONTRACTED SERVICES - MANAGEMENT	4,367.50	5,357.50	30,325.00	52,410.00	57.9%
ATTORNEY FEES	0.00	0.00	0.00	2,500.00	0.0%
DUES AND FEES	0.00	0.00	100.00	1,000.00	10.0%
TELEPHONE	45.30	0.00	266.02	600.00	44.3%
TRAVEL	0.00	0.00	0.00	500.00	0.0%
TRAINING-FIRE FIGHTER	0.00	0.00	0.00	7,000.00	0.0%
ADVERTISING	1,717.31	791.81	9,876.17	25,000.00	39.5%
LIABILITY INSURANCE	0.00	(125.00)	21,414.86	22,000.00	97.3%
UTILITIES	4,355.88	2,753.81	23,937.19	29,000.00	82.5%
REPAIRS & MAINTENANCE	4,225.15	2,660.39	39,743.60	40,000.00	99.4%
MISC EXPENS - AIRPORT	0.00	0.00	161.70	0.00	100.0%
MISC. EXPENSE - PFC	0.00	0.00	183.45	1,000.00	0.0%
MISC EXPENSE - MCGUINEAS DRAIN	0.00	0.00	4,139.39	4,140.00	100.0%
TRANSFER OUT - AIRPORT CAPITAL FUND	0.00	0.00	295,000.00	355,250.00	83.0%
	46,492.09	38,702.37	606,719.05	855,800.00	70.9%
<b>TOTAL REVENUES</b>	<b>41,454.18</b>	<b>38,429.03</b>	<b>566,982.63</b>	<b>855,800.00</b>	<b>66.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>46,492.09</b>	<b>38,702.37</b>	<b>606,719.05</b>	<b>855,800.00</b>	<b>70.9%</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(5,037.91)</b>	<b>(273.34)</b>	<b>(39,736.42)</b>	<b>0.00</b>	

# MANISTEE COUNTY BLACKER AIRPORT

TRIAL BALANCE AS OF APRIL 2023

DESCRIPTION	END BALANCE
	04/30/2023 NORMAL (ABNORMAL)
<b>Assets</b>	
CASH	(65,573.58)
LIQUID ASSETS - PFC ACCOUNT	128,467.65
	<u>62,894.07</u>
<b>Liabilities</b>	
ACCOUNTS PAYABLE	0.00
TOTAL LIABILITIES	<u>0.00</u>
<b>Fund Equity</b>	
FUND BALANCE	75,914.63
TOTAL FUND EQUITY	<u>75,914.63</u>
<b>Revenues</b>	
STATE REIMBURSEMENTS	0.00
INTEREST EARNED	181.41
OFFICE RENT	8,547.21
LANDING FEES GENERAL AVIATION	470.16
RENT AND LANDING FEES	150,715.57
HANGAR RENT	15,902.42
CAR RENTAL FEES	4,772.26
PASSENGER FACILITY CHARGES	8,940.15
MISC. REVENUE	295,054.60
FUEL SALES	6,565.54
TRANSFER IN - GENERAL FUND	75,833.31
	<u>566,982.63</u>
<b>Expenditures</b>	
MISC. SUPPLIES	1,930.24
GAS AND OIL	7,327.76
CONTRACTED SERVICES	243.40
CONTRACTED SERVICES - AUDIT	6,800.00
CONTRACTED SERVICES - MAINT.	165,270.27
CONTRACTED SERVICES - AIRPORT	30,325.00
DUES AND FEES	100.00
TELEPHONE	266.02
ADVERTISING	9,876.17
LIABILITY INSURANCE	21,414.86
UTILITIES	23,937.19
REPAIRS & MAINTENANCE	39,743.60
MISC. EXPENSE - AIRPORT	161.70
MISC. EXPENSE - PFC (AIRPORT)	183.45
MISC EXPENSE - MCGUINEAS DRAIN	4,139.39
TRANSFER OUT- AIRPORT CAPITAL FUND	295,000.00
	<u>606,719.05</u>

# Manistee County Blacker Airport

## T-HANGER REFUBISHMENT

**AWARD AMOUNT** 105,000.00  
 Amount Spent to date 6,000.00  
 Remaining Amount 99,000.00

Date	Vendor	Check Number	Description	Amount Paid
2/9/2023	FORBES SANITATION		REMOVAL OF BUILDING	6,000.00

## ENVIRONMENTAL CLEANUP & EQUIPMENT

**AWARD AMOUNT** 100,000.00  
 Amount Spent to date -  
 Remaining Amount 100,000.00

Date	Vendor	Check Number	Description	Amount Paid

## TERMINAL & FUEL SYSTEMS UPDATES

**AWARD AMOUNT** 90,000.00  
 Amount Spent to date 24,074.04  
 Remaining Amount 65,925.96

Date	Vendor	Check Number	Description	Amount Paid
12/9/2023	AUTOMATIC EQUIPMENT		REPAIRS	1,365.08
4/20/2023	AUTOMATIC EQUIPMENT		TERMINAL COOR / SECURITY CARD READERS	8,343.96
4/20/2023	HAGLUND'S FLOOR		NEW CARPETING	14,365.00

**ORCHARD BEACH AVIATION**

**April 2023**

**RENT**

OFFICE	\$498.12	
FUEL	\$1179.94	
LANDING FEES		
TWIN	\$0.00	(0 @ \$13.06)
JET	\$52.24	(2 @ \$26.12)
DAILY HANGERS	\$0.00	(0 @ \$24.75)
VENDING	\$4.90	(10% of \$49.00)
TOTAL	\$1735.20	



FUEL SALES APRIL 2023

100LL                    4650.7 Gal

JET                        2105.9 Gal

TOTAL                    6940.8 Gal

    General              2225.2 Gal @ .17 = \$378.28

    Cape Air              4650.7 Gal @ .17 = \$790.62

    Orchard Beach        64.9 Gal @ .17 = \$11.03

DIESEL FUEL            0.0 Gal @ \$4.50 = \$0.00



Appendix A  
**Invoice**

GALAXY ELECTRIC INC.  
 7347 POTTER RD  
 BEAR LAKE MI 49614

Date	Invoice No.
04/22/23	3947

ggalaxy@centurytel.net  
 231-864-5010

Bill To
MANISTEE COUNTY BLACKER AIRPORT 2323 AIRPORT RD MANISTEE MI 49660

Terms	Project
Net 30	

Item	Description	Quantity	Rate	Amount
SERVICE	lighting repair change out to led	46	50.00	2,300.00
MATERIAL	moral base bulb reducers (20) sylvania 100w equivalent led bulbs (20) led replacement can trims (14) led florescent bulb replacement (16) Ballast (5)		3,035.00	3,035.00

*BJL 5/15/23*

Thank you for your business. SORRY FOR THE DELAY IN BILLING	Subtotal	\$5,335.00
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Total	\$5,335.00
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Balance Due	\$5,335.00
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**QUOTE**



**SPEEDWRENCH, INC.**  
 3364 Quincy Street  
 Hudsonville, MI 49426  
 Phone (616) 669-2142

Sold To:

**MANISTEE COUNTY BLACKER AIRPORT**  
 2323 AIRPORT RD  
 MANISTEE, MI 49660

Ship To:

**MANISTEE COUNTY BLACKER AIRPORT**  
 2323 AIRPORT RD.  
 MANISTEE, MI 49660  
 231-723-4351

Control#: 717899

Component: 0 SCHWEISS S12 L9

Unit#:

PO #:

Serial Number:

License:

Date: 11-23-2022

Qty.	Part Number	Description	Total
<b>General</b>			
Description of Repair: SPEEDWRENCH SPECIALTY DOOR SERVICE IS PLEASED TO PROVIDE PRICING FOR THE INSTALLATION OF WIND PINS ON A 60' WIDE SCHWEISS DOOR.			
PIN RECEIVERS AND PULLEYS WILL BE WELDED IN PLACE AND THE PINS WILL AUTO RETRACT WITH THE AUTO LATCH SYSTEM. 1-1/2 INCH RECEIVER HOLES TO BE DRILLED IN CONCRETE.			
ONE WAY TRAVEL / MOBILIZATION			
3" SINGLE PULLY ASSEMBLY-WIND PIN			
MANUAL WIND PIN BRACKET			
AUTO LATCH WIND PIN- CABLE DOORS			
3/16 CABLE			
1-1/2" CORE BIT			
CABLE CLAMP			
LABOR			
<b>Certified Quote for General</b>			<b>2,855.64</b>

NOTE: Any Grinding, Cutting, Or Welding Requires A Fire Watch. If Customer Will Not Supply, Speed Tech Will Provide One For A Fee.

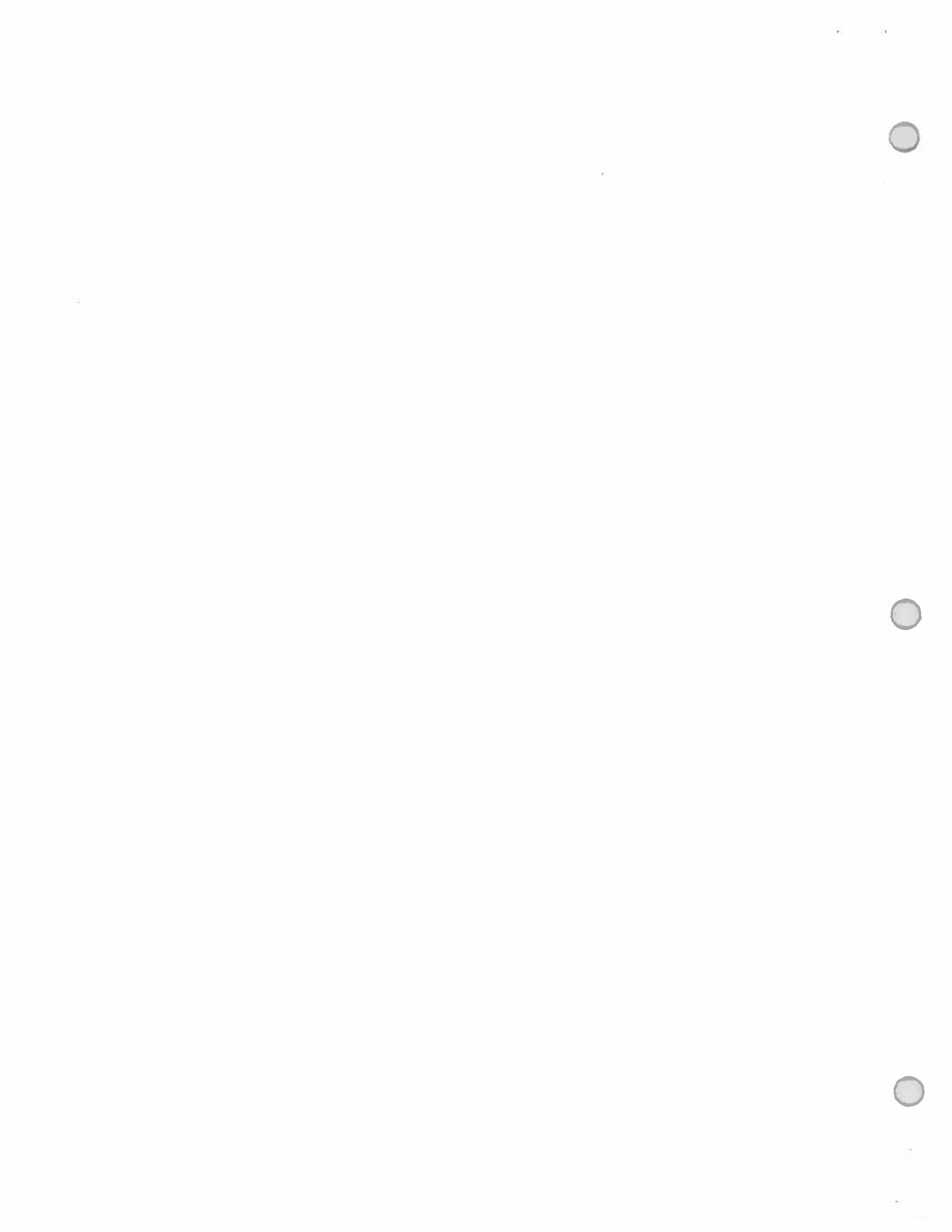
**RECYCLING SOLUTIONS FOR OUR ENVIRONMENT**

Department	Amount
Shop Supplies	0.00
Discount	0.00
Disposal Fee	0.00
<b>SUB TOTAL</b>	<b>0.00</b>
Sales Tax	0.00
Use Tax	0.00
<b>TOTAL</b>	<b>0.00</b>
<b>BALANCE</b>	<b>0.00</b>



# Airport Directors Report 5/15/2023

- Airport Incidents/Accidents
  - None
- Gas Line Run to Cape Air Hangar
  - No Change - Waiting for contractor to install heater
- ARFF (Fire Training)
  - Completed May 5 – we hosted this year
- Annual FAA Airport Inspection next week



Manistee County Blacker Airport

	Explained/Deplanned				Total	2018		2019		2020		2021		2022		2023		Total
	Out/in	Total	Out/in	Total		Out/in	Total	Out/in	Total	Out/in	Total	Out/in	Total	Out/in	Total	Out/in	Total	
Jan	246/192	438	255/203	455	75/59	134	200/154	354	224/197	421	225/181	406						
Feb	180/158	338	195/187	382	94/78	172	212/192	404	224/216	440	214/187	401						
Mar	326/306	632	261/253	514	44/64	108	274/233	507	310/244	554	341/333	674						
Apr	220/237	457	221/240	461	1/10	11	291/325	616	278/314	592	327/347	674						
May	333/351	684	313/312	625	20/19	39	383/399	782	533/573	1106								
Jun	469/555	1024	361/413	774	113/166	279	593/610	1203	314/352	666								
Jul	890/891	1781	654/699	1353	305/279	584	791/735	1256	626/629	1255								
Aug	752/787	1539	694/728	1422	222/207	429	735/603	1338	805/701	1506								
Sep	383/275	658	315/201	516	180/164	344	547/505	1052	561/570	1131								
Oct	334/312	646	381/375	756	283/245	528	502/459	961	618/543	1161								
Nov	327/290	617	182/194	376	186/192	378	298/292	590	427/369	796								
Dec	314/328	642	273/250	523	187/162	349	304/297	601	265/260	525								
Total		9456		8157		3355		9934		10153		2155						

On-time Performance

	2018		2019		2020		2021		2022		2023	
	Cancel/Delay	On-time	Cancel/Delay	On-time	Cancel/Delay	On-time	Cancel/Delay	On-time	Cancel/Delay	On-time	Cancel/Delay	On-time
Jan	0%/9%	91%	11%/6%	83%	52%/2%	46%	4%/23%	73%	15%/9%	76%	19%/16%	75%
Feb	6%/25%	69%	25%/0%	75%	35%/2%	63%	4%/28%	68%	16%/8%	76%	23%/21%	66%
Mar	2%/20%	78%	0%/13%	87%	10%/0%	90%	10%/14%	76%	18%/7%	75%	10%/11%	79%
Apr	10%/15%	75%	0%/6%	94%	0%/0%	100%	2%/17%	81%	13%/7%	80%	8%/8%	84%
May	6%/16%	78%	0%/4%	96%	0%/2%	98%	2%/11%	87%	5%/5%	90%		
Jun	0%/13%	87%	2%/9%	89%	5%/0%	95%	7%/18%	75%	46%/6%	48%		
Jul	0%/6%	94%	1%/7%	92%	4%/1%	95%	4%/20%	76%	23%/10%	67%		
Aug	1%/6%	93%	0%/4%	96%	2%/0%	98%	11%/14%	75%	5%/13%	82%		
Sep	0%/9%	91%	2%/21%	77%	0%/0%	100%	10%/13%	77%	16%/17%	67%		
Oct	0%/7%	93%	2%/34%	64%	3%/19%	78%	13%/11%	76%	20%/18%	62%		
Nov	0%/9%	91%	3%/79%	16(78%)	7%/12%	81%	23%/10%	67%	36%/15%	49%		
Dec	0%/12%	88%	3%/97%	16(85%)	6%/21%	73%	17%/18%	65%	19%/17%	62%		



C-3

## June Travel as of 5/11/2023

### Best Fares

	MBL	TVC	GRR	MKG
Atlanta (ATL)	329 AA	367 AA	448 DL	497 UA
Boston (BOS)	400 AA	348 AA	305 AA	435 UA
Chicago (MDW or ORD)	● 292 9K	● 248 AA	● 270 AA	● 168 SO
Dallas (DFW)	509 AA	420 AA	458 UA	455 AA
Denver (DEN)	355 AA	227 AA	227 AA	455 UA
Houston (HOU)	451 AA	444 AA	227 AA	515 UA
Kansas City (MCI)	329 AA	429 UA	343 AA	429 AA
Las Vegas (LAS)	447 AA	499 DL	287 F9	581 AA
Los Angeles (LAX)	451 AA	499 AA	468 DL	551 AA
Minneapolis (MSP)	317 AA	338 DL	398 DL	407 UA
New York Area (NYC)	365 AA	188 DL	188 DL	434 AA
Orlando (MCO)	415 AA	439 DL	269 F9	485 AA
Philadelphia (PHL)	440 AA	409 DL	284 F9	530 AA
Phoenix (PHX)	494 AA	499 AA	304 F9	545 UA
Portland (PDX)	628 AA	529 AA	585 AA	547 UA
San Diego (SAN)	467 AA	499 DL	380 F9	551 AA
San Francisco (SFO)	543 AA	514 AA	559 AA	570 UA
Seattle (SEA)	502 AA	470 AA	662 UA	511 AA
St Louis (STL)	359 AA	398 UA	301 AA	305 SO
Washington DC Area (WA)	353 AA	207 DL	241 DL	447 UA

Average Fare	● \$422.30	\$393.55	\$360.20	\$470.90
Change from one month	\$4.05	\$8.20	\$87.65	\$38.65
Change from two months	\$36.05	\$12.70	\$75.90	\$71.60

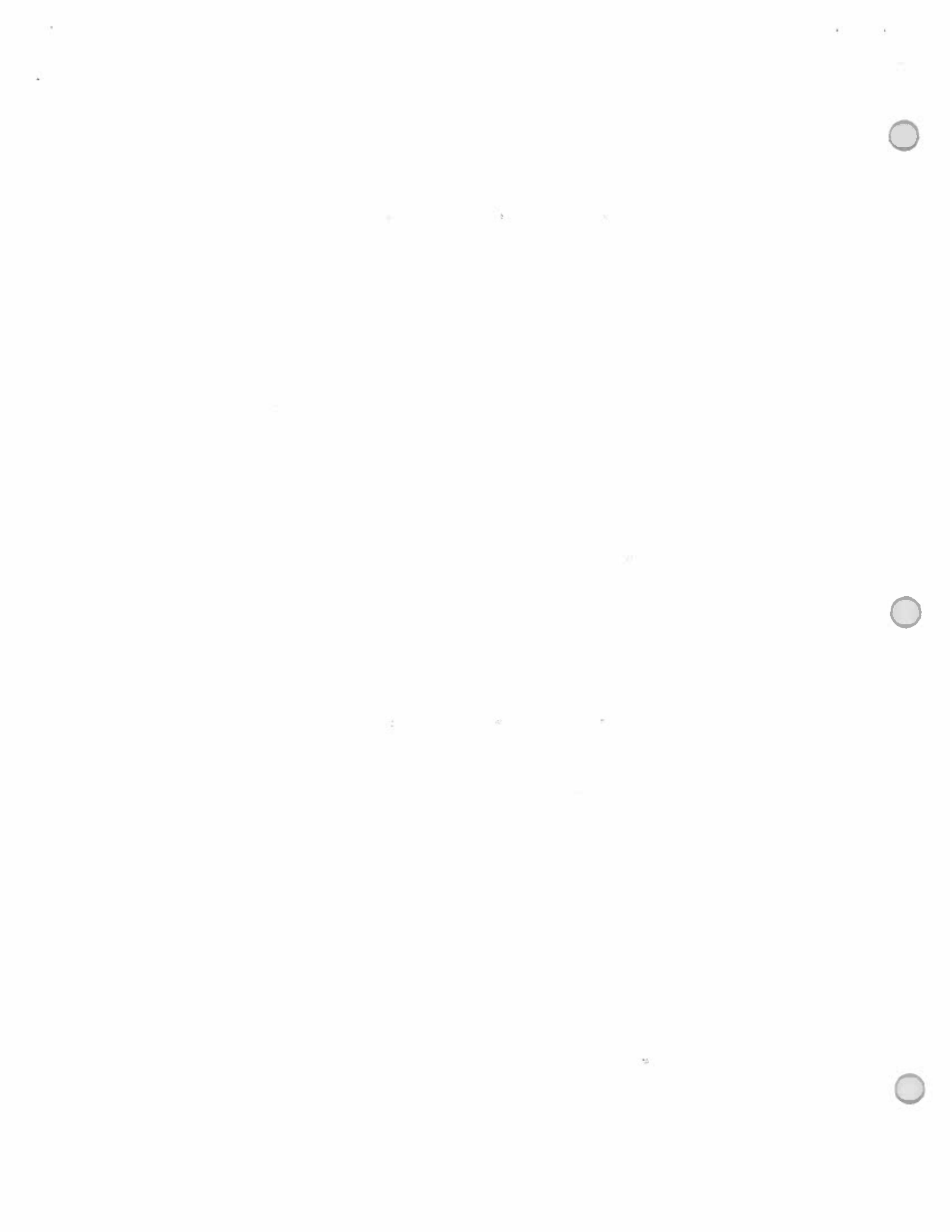
Fares Pulled 5/11/2023 for travel 6/6/2023 - 6/13/2023

### Best Fares +7 days parking

	MBL	TVC	GRR	MKG
Atlanta (ATL)	329 AA	437 AA	553 DL	567 UA
Boston (BOS)	400 AA	418 AA	410 AA	505 UA
Chicago (MDW or ORD)	● 292 9K	● 218 AA	● 375 AA	● 238 SO
Dallas (DFW)	509 AA	490 AA	563 UA	525 AA
Denver (DEN)	355 AA	297 AA	332 AA	525 UA
Houston (HOU)	451 AA	514 AA	332 AA	585 UA
Kansas City (MCI)	329 AA	499 UA	448 AA	499 AA
Las Vegas (LAS)	447 AA	569 DL	392 F9	651 AA
Los Angeles (LAX)	451 AA	569 AA	573 DL	621 AA
Minneapolis (MSP)	317 AA	408 DL	503 DL	477 UA
New York Area (NYC)	365 AA	258 DL	293 DL	504 AA
Orlando (MCO)	415 AA	509 DL	374 F9	555 AA
Philadelphia (PHL)	440 AA	479 DL	389 F9	600 AA
Phoenix (PHX)	494 AA	569 AA	409 F9	615 UA
Portland (PDX)	628 AA	589 AA	690 AA	617 UA
San Diego (SAN)	467 AA	569 DL	485 F9	621 AA
San Francisco (SFO)	543 AA	584 AA	664 AA	640 UA
Seattle (SEA)	502 AA	540 AA	767 UA	581 AA
St Louis (STL)	359 AA	468 UA	406 AA	375 SO
Washington DC Area (WA)	353 AA	277 DL	346 DL	517 UA

Average Fare	● \$422.30	\$463.55	\$465.20	\$540.90
Change from one month	\$4.05	\$8.20	\$87.65	\$38.65
Change from two months	\$36.05	\$12.70	\$75.90	\$71.60

Parking Fees for one week are \$0 at Manistee, \$70 at Traverse City, \$105 at Grand Rapids, \$70 at Muskegon





# Capital Project Updates 5/15/2023

- Airport ALP Update (2020 Project)
  - No Change - Waiting on State review
- Consultant Selection



# Cape Air Service Update 5/15/2023

- Cape Air Performance is improving
  - Noticeable improvement since late February
- April was second best April ever (+9% vs 1969, +9% 2021, +9% 2022, +14% 2017)
- May numbers are trailing 2022 (but fewer flights)
- Advanced bookings for summer are behind – but good?



# Marketing Update 5/15/2023

- Preparing updates for new gate
  - Brochures, website, video display
- Entering our slower spend season
  - Focused on Facebook/Google Ads
  - Periodic Emails to user list



**AMENDMENT NO. 2**

**TO:** Agreement for Professional Engineering Service Dated October 27, 2020.

**BETWEEN:** Manistee County Blacker Airport Authority

AND

Prein&Newhof

**LOCATION:** Manistee Blacker Airport  
Manistee, Michigan


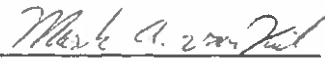
**PROJECT:** PFAS Investigation

**PURPOSE:** Establish fees for supplemental services for the project. Scope of work is described in Attachment E to this Amendment. The time and materials costs for this work shall not exceed two hundred eight thousand nine hundred eighty-four dollars (\$208,984.00) for the Tasks 1-5, Phase 3 investigation. See task cost breakdown on the following page.

**ACCEPTED BY SPONSOR**

Authorized Representative	Date	Signature of Witness

**ACCEPTED BY CONSULTANT**

	03/30/23	
Christopher Cruickshank, Corporate Secretary	Date	Signature of Witness

Task	LimnoTech Labor and ODCs <sup>1</sup>	Prein&Newhof Labor and ODCs <sup>1</sup>	Subcontractors (5% markup)				Totals
			Driller	Lab	Surveyor	IDW Disposal	
1. Groundwater Monitoring Well Sampling <sup>2</sup>	\$33,880	\$2,000	NA	\$15,498	NA	NA	\$51,378
2. Soil Sampling	\$9,150	\$2,800	\$6,151	\$21,287	NA	\$5,460	\$44,848
3. Phase 3 Subsurface Investigation	\$41,100	\$4,000	\$23,730	\$6,888	Prein&Newhof	\$7,350	\$83,068
4. Data Review and Final Report	\$14,910	\$2,500	NA	NA	NA	NA	\$17,410
5. Grant Management, Communication, Meetings	\$9,780	\$2,500	NA	NA	NA	NA	\$12,280
<b>Totals</b>	<b>\$108,820</b>	<b>\$13,800</b>	<b>\$29,881</b>	<b>\$43,673</b>	---	<b>\$12,810</b>	<b>\$208,984</b>



## Attachment E Scope of Work

### Investigation Objectives

The proposed PFAS investigation at MBL is intended to meet the following objectives:

- Continued monitoring of PFAS impacts in shallow groundwater near the AFFF Test Area;
- Continued monitoring of shallow groundwater across airport property;
- Delineate the extent of potential source soils impacting groundwater in the AFFF Test Area; and,
- Further determine the nature and extent of potential PFAS in groundwater at MBL, if monitoring results identify an issue.

### Scope of Work

**Task 1. Groundwater Monitoring Well Sampling** – This task will include the collection of groundwater samples and static levels from monitoring wells that were installed during previous investigations at MBL (Figure 1). Specifically, six (6) groundwater monitoring wells will be resampled a minimum number of four (4) times. It is expected that this will occur roughly every three (3) months (i.e., quarterly). These data are intended to assess groundwater impacts, provide information on seasonal variability, and detect plume movement, if any. Data collected in the Groundwater Monitoring Well Sampling phase will be used to determine the need for and scope of additional investigation.

Following the receipt of laboratory results from the fourth groundwater sampling event, a meeting with EGLE personnel will be scheduled to review groundwater sampling results, determine if a fifth groundwater sampling event is warranted, and discuss the need (if any) for a Phase 3 Subsurface Investigation (Task 3).

All sampling performed under this task will be performed in accordance with EGLE PFAS sampling guidance. Samples will be submitted for analysis of the thirty-one (31) PFAS listed in EGLE's most recent "Recommended Minimum Laboratory Analyte List" for groundwater and surface water. Samples will be submitted to either SGS North America or Eurofins TestAmerica for analysis using an isotope dilution method (i.e., modified Method 537), unless another method has been fully approved by USEPA for non-drinking water aqueous samples by then. The final lab selection will be made based on ability to measure all required analytes, ability to achieve necessary method detection limits, ability to meet required turnaround time, and cost.

**Task 2. Soil Sampling** – In an effort to delineate the extent of potential PFAS contamination source soils impacting groundwater, soil samples will be collected from up to twelve (12) soil boring locations in the AFFF Test Area. Soil borings will be advanced until groundwater is encountered, which is anticipated to be approximately 10-14 feet below ground surface (bgs). Up to three (3) soil samples will be collected at each individual boring location, with planned soil sample depths of 0-1 feet bgs, 4-7 feet bgs, and 9-13 feet bgs. If saturated soil is encountered shallower than 10 feet bgs, the deepest soil sample will be collected immediately above the saturated zone. Up to 36 soil samples will be collected in the AFFF Test Area.

All soil sampling will be performed in accordance with EGLE PFAS sampling guidance and samples will be submitted for analysis of all thirty-one (31) PFAS compounds listed in EGLE's "Recommended Minimum Laboratory Analyte List." Again, samples will be submitted to the same lab that was selected

for Task 1 samples. If feasible, soil sampling will be performed concurrently with other sampling performed under Task 1.

**Task 3. Phase 3 Subsurface Investigation (Contingency)** – The performance of the third phase of investigation is contingent on Task 1 results (i.e., if groundwater is identified as an issue during Task 1, supplemental work under Task 2 will commence). Phase 3 Investigation activities will likely include the advancement of up to three (3) soil borings, installation of up to three (3) additional monitoring wells, and groundwater sampling to define transport pathways and attempt to determine the extent of potential PFAS impacts as indicated by Task 1 and Task 2 results. Additionally, two (2) supplemental sampling events of all three (3) contingency monitoring wells (total of six [6] groundwater samples) will be performed by LimnoTech personnel. A new written work plan describing investigation activities and methods will be prepared for the Phase 3 Subsurface Investigation and will be submitted to EGLE for review and approval prior to implementation. The final scope of Task 3 activities and sampling locations will be defined if additional PFAS sampling, performed during Task 1 and Task 2, identifies an issue.

Again, all sampling performed under Task 3, if needed, will be performed in accordance with EGLE PFAS sampling guidance and samples will be submitted for analysis of all thirty-one (31) PFAS compounds listed in EGLE's "Recommended Minimum Laboratory Analyte List" for groundwater and surface water. Samples will be submitted to the same lab that was selected for Task 1 and Task 2 samples.

**Task 4. Data Review and Final Report** – Under this task, data generated from field sampling activities will be compiled, undergo quality assurance review, and mapped. A draft report will be prepared describing all field activities completed under the grant and presenting the data and findings with text, tables, and figures. The draft report will be submitted to EGLE for review and comment before it is finalized.

**Task 5. Grant Management, EGLE Communication, Meetings** – This task includes work necessary to manage the grant, including coordination and communication with EGLE personnel regarding field activities, submittal of laboratory results to EGLE upon receipt, preparation of quarterly status reports, and meetings with EGLE and other stakeholders (including preparation of materials for those meetings).