

AIRPORT BOARD AGENDA

Regular Meeting

November 3, 2025 at 4:15 PM



- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **APPROVAL OF AGENDA** - Items can be added or deleted from the Agenda by board action.
- 4) **ELECTION OF OFFICERS**
- 5) **APPROVAL OF MINUTES** - Items can be added or deleted from the Agenda by board action.
 - A. June 2025 Board Minutes
 - B. October 2025 Board Minutes
- 6) **FINANCIAL APPROVAL**
 - A. Financial Report
- 7) **AIRPORT MANAGER'S REPORT**
 - A. November 2025 Manager Report
- 8) **PUBLIC COMMENT ON AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of three (3) minutes. Comments should address AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Non-Agenda items should be addressed during the PUBLIC COMMENT-NON-AGENDA ITEMS portion of the meeting agenda.
- 9) **PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION**
- 10) **OLD BUSINESS**
- 11) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**
- 12) **PUBLIC COMMENT ON NON-AGENDA ITEMS** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of three (3) minutes. Comments should address NON-AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Agenda items should be addressed during the PUBLIC COMMENT-AGENDA ITEMS portion of the meeting agenda.
- 13) **BOARD REPORTS**
 - A. Branch County Airport Article
- 14) **ADJOURNMENT**

Brooks Field Airport Board Meeting Minutes

- I. Chairperson Michael Walraven called the Marshall Airport Board to order in a scheduled session on Monday, June 2, 2025, at 4:20 p.m. in the Terminal building located at the Brooks Field Airport, 1263 South Kalamazoo Ave, Marshall, MI.
- II. **Roll Call:** Members Present: Chairperson Michael Walraven, Members David Mead, Desmond Kirkland and Glenn Shaw
 - a. Members Absent: Scott Southwell
 - b. Other Attendees: Craig Griswold – Airport Manager
Marcia Strange - Director of Community Development
Theresa Chaney Huggett – City Council Liaison
Shawn Bowdidge – SkyVenture Aviation
Kimber Thompson - MAEDA
- III. **Approval of Agenda:** Member Mead made a Motion to approve the agenda and it was seconded by member Kirkland and carried on a voice vote.
- IV. **Approval of Minutes:** Member Shaw made a Motion to receive and approve the May 5, 2025 meeting minutes and it was seconded by member Mead and carried on a voice vote.
- V. **Financial Report**
 - A. The Board began the meeting with a review of the May 31, 2025, Revenue and Expenditures Report, which was distributed to each member at the meeting. Since the upcoming end of the fiscal year is forthcoming, the members reviewed the report and addressed the question on overages in the expenses to the budget. The Board recommended assurances these overages are recognized in the upcoming fiscal year. After some discussion and clarification of the charges, member Mead moved that the Board receive the Revenue and Expenditures Report, which was seconded by member Shaw and carried on a voice vote.
- VI. **Airport Manager's Report**
 - A. Craig provided an update on the Manager's Report regarding the past month's activities, including the status of fuel. As indicated in the information provided by Craig, the Airport sold fuel totaling 1,428 gallons of 100LL last month with a current price of \$5.15 per gallon. Member Kirkland again commended the continued increase in fuel purchases which Craig attributed to the flight school used in their flight training program and improved weather conditions. Craig stated he is monitoring neighboring Airport pricing and our pricing is lower than other airports and is therefore quite competitive. He will continue to monitor area fuel prices and make a determination to revise the Airports pricing in the future. Craig indicated he will be ordering a load of fuel in the next couple of months and stated his research indicated prices have declined at this time. Chair Walraven asked if Craig could purchase a load in this fiscal year and Craig indicated he could not at this time but it's something for later discussion. In addition, the Airport sold only 281 gallons of 94 Swift fuel last month with a price of \$5.83. Craig indicated he would like to reduce the 94 fuel price to hopefully increase sales. He then went on to present a general summary of the maintenance items and various issues completed during the previous month's activities (refer to Airport Manager's May 2025 report). There being no further discussion, member Mead moved that the Board accept and receive the Managers Report which was seconded by member Kirkland and carried on a voice vote.
- VII. **Public Comment on Agenda Items**
 - A. Chair Walraven asked if there was any Public Comment on the Agenda Items at this time. There was none at this time.
- VIII. **Public Hearings & Subsequent Board Action**

- A. Chair Walraven asked if there were any Public Hearing or Comment. There was none at this time.

IX. Old Business

- A. In a follow discussion over this years "Airport Activities," the Board discussed the pancake breakfast held on May 17th. According to Chair Walraven, although the day was chilly and blistery, the event did produce a slight net income for the Airport. The next event is scheduled for June 21st. We hope the weather is cooperative and we can have larger participation of patrons at the event. Member Mead asked Craig about slightly reducing the fuel price for pilots that fly in and participate in the breakfast. Craig stated he will look into it. Member Kirkland mentioned the new tables were great and so easy to breakdown. Further discussions involved various duties involved to make the event a success.
- B. With a follow up on the new lawn mowing contract with White Collar Lawn Company, Craig stated he is satisfied with the work the company has provided at this time.
- C. Craig mentioned he is still reaching out to contractors for the crack/sealing parking project scheduled for next fall. He indicated he has contacted and is working with the city's Director of Public Services for assistance on the scope requirements to prepare to solicit bids from contractors.

X. Reports and Recommendations/New Business

- A. Craig brought up a discussion of providing a "testing prospectus" with a camera based system to count operations (either a takeoff or landings) at the Airport. As mentioned in other meetings, Craig has researched various companies with applications to count operations but indicated they were expensive and cost prohibitive. As such, he indicated he is devising an alternative setup that is cost effective and should provide the necessary information in counting either landings or takeoffs. This information can then be provided to the MDOT Office of Aeronautics for documentation.
- B. Marcia provided an update from the Marshall Area Economic Development Alliance (MAEDA) interest in partnering with the Airport in again providing movie nights. She introduced Kimber Thompson, Director of Tourism from MAEDA who provided an exciting and comprehensive plan to possibly holding such events at the Airport. Kimber has developed a plan in which MAEDA would handle the selection of movies, licensing, special event applications with the City and coordinate with their volunteers to offer concessions and other tasks. The Board readily agreed and considered this an opportunity to promote the Airport. According to Marcia and Kimber, MAEDA would like to coordinate the movie nights with the car cruise scheduled in August and consider it as an additional attraction for its success. Therefore, member Mead proposed a Motion that the Board support the movie night project going forward in conjunction with the Marshall Area Economic Development Alliance (MAEDA) and provide any assistance as necessary for its success. The Motion was seconded by member Kirkland and carried on a voice vote.

XI. Member Comments

- A. Chair Walraven asked if any of the Board members would like to make a public comment: There was none at this time.

XII. Next Meeting Date

- A. Chair Walraven mentioned that the next Board meeting is scheduled for Monday July 7, 2025, at 4:15 p. m. in the Terminal building.

XIII. Adjournment

- A. Member Mead made a Motion to adjourn the meeting at 5:20 p. m. and it was seconded by member Shaw and carried on a voice vote.

Respectfully submitted, Brooks Field Airport Board

Brooks Field Airport Board Meeting Minutes

- I. Chairperson Michael Walraven called the Marshall Airport Board to order in a scheduled session on Monday, October 6, 2025, at 4:15 p.m. in the Terminal building located at the Brooks Field Airport, 1263 South Kalamazoo Ave, Marshall, MI.
- II. **Roll Call:** Members Present: Chairperson Michael Walraven, Members, Desmond Kirkland and Scott Southwell
 - a. Members Absent: Glen Shaw
 - b. Other Attendees: Craig Griswold – Airport Manager
Theresa Chaney Huggett – City Council Liaison
Shawn Bowdidge – SkyVenture Aviation
Jeff Bowdidge – SkyVenture Aviation
Katie Griswold – Griswold Aviation
Chris Brown
- III. **Approval of Agenda:** Member Southwell made a Motion to approve the agenda and it was seconded by member Kirkland and carried on a voice vote.
- IV. **Approval of Minutes:** Because of issues with the interval of time in review of the June 2, 2025 meeting minutes, the Board agreed to table the approval the meeting minutes until the next meeting.
- V. **Financial Report**
 - A. The Board began the meeting with a review of the September 30, 2025, Revenue and Expenditures Report, which was distributed to each member prior to the meeting. The members reviewed the report and addressed a question on account in overage of line item 595-715 – Social Security in the expenses to the budget. Craig provided an explanation of personnel charges to City personnel to the account. After a review and discussion of the various accounts, member Kirkland moved that the Board receive the Revenue and Expenditures Report, which was seconded by member Southwell and carried on a voice vote.
- VI. **Airport Manager’s Report**
 - A. Craig provided an update on the Manager’s Report regarding the past couple of month’s activities, including the status of fuel. As indicated in the information provided by Craig, the Airport sold fuel totaling 1,408 gallons of 100LL last month with a current price of \$5.15 per gallon. Craig indicated he purchased 6,000 gallons of 100LL in August for a price of \$4.14 per gallon. He has since learned that fuel prices have lowered to around \$.10 per gallon since the purchase. Craig stated he is monitoring neighboring Airport pricing of fuel and our pricing is lower than other airports and is therefore quite competitive. He will continue to monitor area fuel prices and make a determination in possibly revising the Airports pricing in the future. In addition, the Airport sold 515 gallons of 94 Swift fuel in September with a price of \$5.73. As indicated in his report, he has reduced the 94 Swift fuel by \$.10 to hopefully increase sales. After a discussion of fuel, he went on to present a general summary of the maintenance items and various activities and issues completed during the previous couple of months (refer to Airport Manager’s October 2025 report). There being no further discussion, member Southwell moved that the Board accept and receive the Managers Report which was seconded by member Kirkland and carried on a voice vote.
- VII. **Public Comment on Agenda Items**
 - A. Chair Walraven asked if there was any Public Comment on the Agenda Items at this time. There was none at this time.
- VIII. **Public Hearings & Subsequent Board Action**
 - A. Chair Walraven asked if there were any Public Hearing or Comment. There was none at this time.

IX. Old Business

- A. In a follow discussion over this years "Airport Activities," the Board discussed the previous success of last month's pancake breakfast held on September 20th. Discussion indicated the patron participants was steady and the breakfast event was a success. The Board next went into discussing the next event scheduled for this Saturday, October 11th. This will be a hot dog and chili luncheon. Our foremost cook, Member Southwell will again grace the grills for preparation and added besides the hot dogs and chili there will be chips and soda. Although Craig will be out of town, he indicated he will have everything set up for the event. The event will be open from 11:00 to 2:00. Further discussions involved various duties involved to make the event a success. Of course the main concern is that the weather is cooperative and we can have larger participation of patrons for the event
- B. As a follow up over the crack/sealing parking project scheduled for next fall, Craig indicated he contacted Scodeller Construction to provide the required services for the project. He went onto to state they provided these services last time and he was happy with the results. Although he has contacted other companies, he recommended this firm because of their past work at the Airport. Craig does not have a set working schedule for the project at this juncture

X. Reports and Recommendations/New Business

- A. The Board heard from Mr. Chris Brown who indicated he would be available to serve on the Board if a vacancy occurs in the future. He provided a brief back ground of his experience and is able to assist the Board in various events. The Board "thanked" Mr. Brown and indicated we will contact him if something occurs in the future.
- B. Craig brought up the subject of the roof replacement stating he and Marcia (Director of Community Development) will be meeting with a representative from TowerPinkster this Wednesday, (October 8th), to review the preparation of the scope of the hanger roof replacement project and get a quote for the design work for the project. Craig and Marcia are currently working on independent fee estimates of consultants to compare with the Mead and Hunts consultant. Apparently Mead and Hunt has an Architectural firm they can partner with if needed to proceed with the service. The City is currently working on these fee estimates to compare with Mead & Hunt so that MDOT Aero can approve the contract getting this quote. Craig indicated this should help us confirm if the Airport can save some money by going elsewhere for this project. Craig further mentioned the hangar roof project is scheduled for 2026.

XI. Member Comments

- A. Chair Walraven asked if any of the Board members would like to make a public comment: There was none at this time.

XII. Next Meeting Date

- A. Chair Walraven mentioned that the next Board meeting is scheduled for Monday November 3, 2025, at 4:15 p. m. in the Terminal building.

XIII. Adjournment

- A. Member Southwell made a Motion to adjourn the meeting at 5:05 p. m. and it was seconded by member Kirkland and carried on a voice vote.

Respectfully submitted, Brooks Field Airport Board



Brooks Field Airport

November 2025 Airport manager's report:

Fuel:

Fuel Type	Tank Volume Last Month	Tank Volume This Month	Sales volume Last 30 Days	Current Price	Our Cost	Value In Ground
100LL	3708	3243	465	\$5.15	\$4.14	\$13,426.02
94 Swift	2730	2413	317	\$5.73	\$4.73	\$11,413.49
						\$24,839.51

Current 100LL comparison prices:

KFPK:	KOEB:	KAZO:	KBTL:	KHAI:	Average:
\$5.66	\$5.50	\$5.29	\$5.26	\$5.24	\$5.39

Other items:

- 100LL fuel pump was successfully repaired by RW Mercer.
 - We realized that we had an issue & contacted service companies on 10/1.
 - RW Mercer sent a tech to inspect on 10/3.
 - Informed me we need a new reset assembly, they placed order with their parts department.
 - Mercer replaced reset assembly on 10/9.
 - We had issues with the pump again on 10/12.
 - Mercer came back on 10/15, said that the unit they installed was defective.
 - I instructed them to overnight the new part.
 - Mercer came back on 10/17, had more issues with the replacement part, but the tech was able to swap parts between the two "new" units to get one working.
 - Initial invoice for inspection, part, and replacement was \$1,302.03.
 - \$767.53 reset assembly, \$534.50 labor.
 - I have not received an invoice yet for their second visit.
- I have instructed Jacob Andrews and Marcia Strange that the person who was "cleaning" our airport terminal is no longer welcome and must be replaced immediately.
 - Marcia informed me that the City directors are discussing replacement options, possibly a City-wide cleaning person.
 - I was told that I am not allowed to hire someone or a cleaning company to perform the job in the interim, so it is up to Jacob Andrews and myself to perform the function.
- Marcia and I met with a representative from Tower Pinkster to look at our main hangar roof and give us an IFE for Mead & Hunt's engineering design proposal.
 - Marcia is working with them and Zach Bormet from Mdot Aero so that we can get the project designed & bid by springtime.
- We received a formal quote from Scodeller Construction for pavement crack sealing.
 - Marcia is working to put the project out to bid locally so that we can have this job performed in the spring as well.
- Marshall Fire Department performed an airport facility inspection on 10/15. I am very happy to report that they found no discrepancies.

Trivia:

Who was an elected member of the U.S. House of Representatives?

- A. Orville Wright B. Glenn Curtiss C. James "Jimmy" H. Doolittle D. Charles A. Lindbergh

Branch County to meet with Batavia Township on property issue

Don Reid

MICHIGAN — After a closed session Sept. 18, Branch County Commissioners decided to sit down with Batavia Township officials to discuss taxation and conversion to a passive park for 168 acres the county owns on Bater Road.

For decades, the county leased approximately 33 acres of the property for farming. Under state law, when public property is used for commercial purposes, the land is subject to property taxation.

Batavia Township officials have just become aware of the issue and are unsure how to proceed with potentially \$30,000 due for the 2024 and 2025 taxes.

The zoned township is unsure of the county's plan to convert the most-ly wooded, sometimes swampy property into a passive park to remove it from the tax rolls.

Administrator Frank Walsh said the board, in a closed session, decided that Chairman Randall Hazelbaker would appoint two commissioners,

legal counsel, and Walsh to meet with Batavia officials.

Walsh told commissioners that they must resolve the tax issue before the end of the year or pay taxes for an additional year.

Airport property leases

The Branch County Memorial Airport leases approximately 160 acres of land for farming but does not intend to stop that practice.

Airport Manager Joe Best said Walsh allocated \$10,000 per year in the 2026 airport budget to



The county owned airport leases land around the runways for farming to keep down maintenance cost. DON REID

cover taxes for the land around the airport runways, which farmer Mark Barone leases.

Half of the airport farm lease is located in Batavia Township, and the other half is in Coldwater Township.

Best said the current lease is for two annual payments of \$1,980 a year. The manager said he wants the farming to continue.

The farmer can only grow soybeans, hay or other short crops because any crop around the runways must be low growing.

Corn can't be grown, "Because you can't have deer out there," Best said.

Deer graze cornfields and present the same danger to pilots as they do to vehicles along the roads.

If the airport did not allow farming, it would have to hire someone to

cut the grass and maintain the areas around the runways.

Best said the current contractors for the non-farmed areas are paid \$20 an hour. The manager said of the current farm lease, "He's actually saving us money."

The other commercial operation at the airport in Batavia Township, fixed-base operator Elite Air Services, does pay taxes.

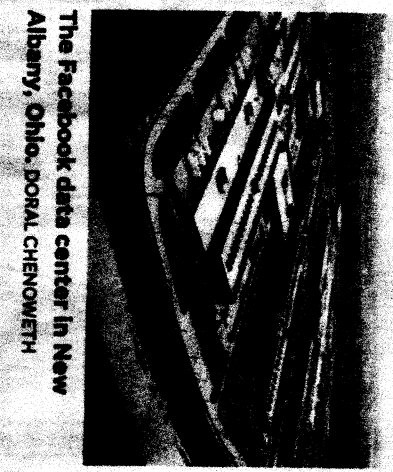
Meta expanding Ohio site for the world's highest capacity data center

Maria DeVito

Meta's New Albany data center campus will house what the CEO previously said will likely be the world's first online gigawatt data center.

Meta, the parent company of Facebook, is investing in "hundreds of billions of dollars" in superintelligence labs. The company is building another supercluster, called Hyperion, that will be able to scale up to 5 gigawatts over several years, Zuckerberg wrote.

Data centers house servers that are the



The Facebook data center in New Albany, Ohio. DORAL CHENOWETH