

FRANKFORT CITY-COUNTY AIRPORT AUTHORITY

Frankfort Dow Memorial Field
650 Airport Road, Frankfort, Michigan 49635

REGULAR MEETING

6:00 p.m., Thursday, May 22, 2025

Call to Order: The meeting was called to order at 6:00 p.m. by Chairman Coury Carland.

Roll Call: Coury Carland, Steve Koppin, Ken Laurence, David Spragens and Sue Webber were present, constituting a quorum. Brady Olsen and Eric Pekrul were absent.

Others present: Benzie County Treasurer Kelly Long, Allen Popp, Rick Reichenbach, Airport Manager Brooke Trentham Popp, Lyle Van Peeren, and Keelee Beaudet.

Adoption of agenda: Laurence made the motion to approve the agenda as presented. Motion was supported by Webber. All ayes. Motion approved.

Approval of April 24, 2025, FCCAA meeting minutes: Webber made the motion to approve the meeting minutes with an amendment of the next meeting date of May 22, instead of May 29. Motion supported by Spragens. All ayes. Motion approved.

Public Comments: There were no public comments.

Correspondence: Thelenwood Consulting, of Wyoming, Mich., would like to further discuss Advanced Air Mobility with FKS. The board would like Mr. Thelenwood to speak to the board at a meeting.

Financial Reports: April financial reports, a Statement of Net Assets, Budget v. Actual Report, Check Detail Report, AV Fuel Inventory Reports, were presented by Long.

Motion made by Spragens to approve the April Check Detail Report for check numbers 3875 to 3886, seventeen AUTO payments, an Autopay, eft80, eft82, EFT AV Fuel, EFTPS, EFTQB and EFT VISA, totaling \$15,706.43. Supported by Laurence. Roll call: Carland, yes; Spragens, yes; Koppin, yes; Laurence, yes; Webber, yes. Motion approved.

Airport Manager Report: Popp presented Airport Manager Report for May. Vector will be sending an antenna as an additional means of collecting data. Spragens discussed the new MOU, advising language to be updated for the entity review. He also stated that there is a township airport committee consisting of Spragens, Webber and Judy VanMeter.

Old Business: *Airport Manager Contract Committee review, postponed.*

New Business:

- *FCCAA Fiscal Year End Month:* The fiscal year will end in Sept.

Motion made by Carland to approve Fiscal Year Change Resolution 05-22-2025 #1; supported by Laurence. Roll call: Carland, yes; Laurence, yes; Spragens, yes; Koppin, yes; Webber, yes. All ayes. Motion approved.

- *Persona Non Grata and No Trespass Policy*: Postponed pending attorney approval.

Public Comments: Reichenbach asked if a gate would be part of the new no trespass policy. Popp advised there will be a gate and a camera.

FCCAA Member Comments: Laurence stated that Carland is doing a wonderful job.

Adjournment: The next meeting of the FCCAA will be 6:00 p.m., Thursday June 26, 2025.

Carland moved to adjourn the meeting at 6:15 p.m. Spragens supported. All ayes. Motion approved.

Respectfully submitted,
Keelee Beaudet, Secretary