

FRANKFORT CITY-COUNTY AIRPORT AUTHORITY

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

REGULAR MEETING

6:00 p.m., Thursday, June 26, 2025

Call to Order: The meeting was called to order at 6:05 p.m. by Chairman Coury Carland.

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

Others present: Benzie County Treasurer Kelly Long, Allen Popp, Airport Manager Brooke Trentham Popp, Aaron Thelenwood and Secretary Keelee Beaudet.

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

Approval of May 22, 2025, FCCAA meeting minutes: Laurence made the motion to approve the meeting minutes as presented. Motion supported by Koppin. All ayes. Motion approved.

Public Comments: There were no public comments.

Guest: Aaron Thelenwood, Thelenwood Consulting. Thelenwood provided information regarding Michigan's Advanced Air Mobility Sector and the use of air taxi, drone delivery, emergency response, and medical delivery. He discussed what this means for Michigan airports and different funding opportunities.

Correspondence:

- **Aviation Education and Workforce Development Funding Program-** MDOT Aero provided information regarding the funding program for the fiscal year 2025 and the timeline for applications and approvals
- **NASAO Legislative Alert-** additional details of the 2026 budget request following the May 2 release of a "skinny" budget.
- **FAA Non-Rulemaking Circular, Proposed Decommissioning of TVC RWY 36 REIL-** The FAA is conducting a non-rulemaking study on a proposal to decommission the Cherry Capitol Airport, Runway End Identifier Lights for RWY36.

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

Motion was made by Olsen to approve the May Check Detail Report for check numbers 3884 to 3888, seventeen AUTO payments, eft 100, 2 EFT AV, EFT VISA, and a Huntington transfer, totaling \$42,877.89. Supported by Laurence. Roll call: Carland, yes; Spragens, yes; Koppin, yes; Laurence, yes; VanPeeren, yes; Olsen, yes; Pekrul, yes. Motion approved.

Airport Manager Report: Popp presented the Airport Manager Report for June. Popp advised that they are still waiting on Consumer's for the hangar electrical meter consolidation. Popp advised that Eclipse and Vector will be communicating regarding installing the antenna. Popp advised that there has only been one bid regarding "The Pines" avigation obstruction removal and is awaiting 2

more bids. Popp advised that she is looking for a new workers compensation insurance carrier and has submitted bids to agencies. Popp advised of the new tie down lease area.

Old Business:

- **MOU-** *The airport authority has reviewed, discussed, and acknowledged the revised MOU.*

Motion was made by Carland to approve that the Airport Authority board reviewed the MOU on June 26, 2025, and by motion it directed airport manager to provide the annual budget and operations report to the parties as set forth in the MOU document. Supported by VanPeeren. Carland, yes; Laurence, yes; Spragens, yes; Koppin, yes; VanPeeren, yes; Olsen, yes; Pekrul, yes. All ayes. Motion approved.

- **PNG and No Trespass Policy-** *postponed until July.*

New Business:

- **Senior Equipment Operator Wage-** *The board discussed Mr. Noffsinger's hourly wage increase as an equipment operator from \$25/hour to \$35/hour.*

Motion was made by Pekrul to approve the Senior Equipment Operator Hourly Wage Increase. Supported by Olsen. Carland, yes; Laurence, yes; Spragens, yes; Koppin, yes; VanPeeren, yes; Olsen, yes; Pekrul, yes. All ayes. Motion approved.

- **Oct 2025- Sept 2026 Budget, General Appropriations Resolution-** *The board reviewed the October 2025- September 2026 budget.*

Motion was made by Carland to approve the October 2025- September 2026 budget for the Frankfort City-County Airport Authority. Supported by Olsen. Carland, yes; Laurence, yes; Spragens, yes; Koppin, yes; VanPeeren, yes; Olsen, yes; Pekrul, yes. All ayes. Motion approved.

- **June 2024- May 2025 Annual Operations Report-** *The board reviewed the 2025 FCCAA Annual Report*

Motion was made by Carland to approve the 2025 FCCAA Annual Report as presented. Supported by Olsen. All ayes. Motion approved.

Public Comments: none

FCCAA Member Comments: none

Adjournment: The next meeting of the FCCAA will be 6:00 p.m., Thursday July 24, 2025.

Carland moved to adjourn the meeting at 7:24 p.m. Olsen supported. All ayes. Motion approved.

Respectfully submitted,
Keelee Beaudet, Secretary