



# Owosso Community Airport

Phone 517-725-1969  
Fax 517-729-9639

205 Airport Drive  
Owosso, Michigan 48867

## SHIAWASSEE AIRPORT BOARD MINUTES OF REGULAR MEETING November 13, 2000

Meeting called to order by Vice Chair Dave Dumond at 11:00 a.m.

### Members Present:

Shiawassee County	Joe Sawyer, Chairman
Caledonia Township	Richard Sack, Treasurer
City of Corunna	Dave Dumond, Vice Chairman
City of Owosso	Mike Dvorak
Airport Manager	Gerald Morford, Secretary
Airport Advisory	Robert Hoschner

### Members Absent:

Owosso Township Richard Gute

### Also in Attendance:

Jim Witt, Connie Witt, Dan Ferrier, Ken Quarles, Guy Stuart, Sheila Ralph, Nick Shewalter, Linda Cole, Joc Kruske, and Jim McKay.

### Approval of Agenda:

Mike Dvorak made a motion to approve the Agenda, second by Dumond.

Roll call: Approved unanimously

### Approval of Minutes:

Mike Dvorak made a motion to approve the August 24 minutes, second by Dumond.

Roll call: Approved unanimously

Motion was made by Dumond to approve the September 14 minutes, second by Dvorak.

Roll call: Approved unanimously

Motion was made by Dumond to approve the September 21 minutes, second by Dvorak.

Roll call: Approved unanimously

Motion was made by Dvorak to approve the October 12 minutes, second by Dumond.

Roll call: Approved unanimously

Sawyer noted the minutes of the advisory board meetings held October 8 and 26. Sawyer stated that before the board could approve these minutes they should be approved at the advisory board first.



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## **Citizens Comments:**

None

## **Communications:**

Advisory Committee- Morford gave an explanation of the discussion on Commercial Operators Fees along with comments from Jim Witt and Robert Hoschner. Witt explained how he had called other airports and they were all amazed that we had 2 FBO's and that we were charging them fees because they had trouble keeping an FBO on the field.

Most people at that meeting expressed the feeling that we must keep some sort of fee in place to give protection to our FBO's from outsiders.

Airport Association-Dan told about the Halloween party last month. Dan told about possibly having a wine and cheese party for the parties that donated stuff to the airport. It was decided to wait until the building was completely done before having the party instead of before Christmas as previously planned. Premarc had delays in producing their Nova Brick and couldn't get started this year.

Sheila asked if the board would support a wine and cheese party. It was decided that it should be non-alcoholic wine. Sheila said it may cost \$500.

Guy Stuart said serving Non-alcoholic wine would send the message that alcohol and aviation don't mix.

Dvorak mentioned maybe approving \$250 and then see how the costs go next spring when the party is scheduled. No motion on that. The board did seem agreeable to sponsoring this party.

Morford mentioned that there had been discussion with Carol Vaughn on putting an ad in the Chamber newsletter thanking Staples and Woodard for what's been donated so far. Cost would be about \$140. Dvorak did not agree that's it's necessary to spend extra money to do that. Dumond and Sack said to just explain to Staples about Premarc's delays.

Sheila didn't like the gray brick or the brown shingles. Sawyer told Dan to evaluate the shingles.

## **Financial Report**

Sawyer discussed the profit & loss statement, this year's budget progress, which is good, and next years budget numbers, which also look very good. Sawyer instructed members to study the budget draft. No vote this month on approving a budget. Sawyer told Morford to estimate the lease amounts for next year based on current leases.

Sawyer noted increased revenue from monthly tie downs and daily tie downs. Also discussed farm rent, no rent this year because farmer is supposed to be removing the rocks. Morford said so far no rocks have been removed.

Sawyer mentioned we do not have audit fees for commercial operators in yet.



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Sheila asked about planting corn. Dumond said the corn should not be planted again as per our agreement with Wildermuth. No corn was planted this year.

Morford mentioned he would rather see the extra land put into the CRP program rather than farming it. They pay more and don't track mud up and down the taxiways and don't park equipment in the way. Also, the prairie weeds have no food for the deer, and the deer only travel thru and hide in them.

Sawyer discussed again some of the budget revenue and expense items. Sawyer mentioned that fuel costs have risen significantly due to increased fuel costs and doubling of the mowing and plowing. Sheila mentioned the airport has never looked better.

Sawyer said the extra cost was well worth it.

Sawyer will have treasurer add an item of "Professional Fees" to separate them from legal fees.

Sawyer discussed striping the parking lot. He said Bob Andrews said not to bother. Sack said vehicles were parking hap hazardously. Sawyer mentioned that we did not pay Spartan Asphalt the \$500 that was bid for striping.

Sheila mentioned Dan did an excellent job of remodeling the old terminal building.

Sawyer discussed MDOT bill for final payment on access road except for some minor items, \$9579.92. Sawyer said he had expected to have a meeting with the road commission to clear up final bills. Sawyer said there was about \$10,000 extra expenses not accounted for but there was about \$10,000 costs to the land sale then was planned. Sawyer said the RS&H bill should be under 970,000, Capital Outlay, Paving and drainage improvements, instead of Master Plan.

Sawyer noted missing invoice for Sept-00 (\$1637.70) for Bill Brown's bill. Morford will check with Brown to get missing invoice. Brown had only included the invoice for October, which was \$1009.40.

Morford discussed the Owosso Chamber of Commerce offer for membership (\$198).

Members questioned whether we needed to be a member since all 5 units are members.

Guy Stuart will check with Carol Vaughn. It was mentioned that Carol has done a lot for the airport. No decision was made.

Morford asked to attend the Great Lakes Aviation Conference in Lansing in January, \$65 each. Dan was asked if he wanted to go, he said no. Sawyer asked Richard Sack if he wanted to attend and he said yes he had planned to go. Sawyer said to write the voucher up for 2 then. \$130.

Motion was made by Dumond to send Richard Sack and Gerald Morford to the Great Lakes International Aviation Conference, second by Dvorak.

Roll call: Approved unanimously

Sawyer said for Morford to check with Shiawassee County Road commission about where the MDOT bill was to be sent, he didn't think it went to MDOT as on the voucher. Sawyer said checking account should have with it the invoices for each bill paid, Morford explained he did have the invoices but did not attach them. Sawyer said he would like to see each individual bill listed on the voucher for Consumers Energy



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Bills to be paid as follows.

Arrow Const	\$13752.30
Carter Lumber	\$535.34
City of Owosso, Water	\$17.00
Consumers Energy	\$213.88
Dan Ferrier Reimbursement	\$19.21
Lowes	\$130.32
Morford Reimbursement	\$15.89
RS&H	\$2156.40
Stechschulte	\$41.23
MDOT, Airport License Fee	\$50.00
MDOT, Gr. Lakes, Conf.	\$130.00
<b>Total</b>	<b>\$17061.57</b>

Dumond made a motion to pay the bills listed above and appropriate payroll, 2<sup>nd</sup> by Sack

Roll call: Approved unanimously

What wasn't paid: Bill Brown-needs another invoice, MDOT-Should go to County Rd. Comm., Chamber of Commerce-Membership.

Checking Account: Dumond made a motion to reimburse petty cash by \$1258.12, 2<sup>nd</sup> by Sack.

Roll call: Approved unanimously

### Unfinished Business

Sack asked if a lien could be placed on Sascon's buildings and a percentage attached to it? The delinquent fees are both leases and Commercial Operators Agreement. Dvorak asked if we had sent any letters to them, Morford replied he has sent several statements, even monthly. Dvorak asked if we had indicated to them that this was due? Sawyer mentioned we could turn Sascon's account over to a collections company but that we would only get half. Morford told to send a letter with invoice/statement and they are to respond by December meeting. Dumond stated, and others agreed that this was not fair to other customers to have paid their bills.

Sawyer mentioned last time we spent \$3000 in legal fees trying to collect, Sack said if we're going to spend that much in legal fees we may as well turn it over to a collection agency.

Dvorak made a motion to tell delinquent customers we will proceed with an effort to collect, and we want to hear what their plan by the next board meeting. 2<sup>nd</sup> by Dumond,

Roll call: Approved unanimously

Dvorak said to send this letter to all delinquent customers, not just Sascon.

Dvorak said to send Brian Burkhart an invoice with a note reminding him of \$210.00, Morford said the bill didn't make sense and he'll check it out. (Later found to be false)



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Dvorak made a motion to remove Comanche Aviation bill from books, discussion was that the old policy was not to charge until after the airplane had been worked on and then returned to the ramp. Morford contended that he wasn't informed as to what the airplane was doing on the ramp, Sack said it should have been evident since parts were missing. 2<sup>nd</sup> by Sack.

Roll call: Approved unanimously

Dvorak and Sack disagreed whether Kondel-Shepard, Hook-Papendick, and Lavigne owed hangar leases.

Dvorak made a motion to pursue collections from Kondel-Shepard, Hook-Papendick, Lavigne, just like we pursue everybody else, irregardless of the outcome of the lawsuit. 2<sup>nd</sup> by Dumond.

Roll Call:

Dumond-Yes  
Sack-No  
Dvorak-Yes  
Sawyer-Yes

## Manager's Report

Beacon-Mark Noel of MDOT wants to put it out on bids. Our original bid was about \$6800. The commission had approved \$10,000 for this. Mark said if the wiring was over 20 years old we should consider changing the wiring. Mark also asked about the condition of the paint/tower, should it be painted? Someone mentioned that Saginaw's Harry Browne airport has extra lenses. Morford said MDOT is putting it out to bids. Catch Basin-Morford explained that Consumers Energy (or their contractor) had put a gas line right thru our storm sewer pipe and broken the pipe and left it that way. It also caused our pipe and nearby catch basin to fill with dirt. Consumers came out and lowered the gas line to get it out of the way. The Consumers Energy Rep then said to have our contractor repair the damage and bill them for it.

Morford also explained how Arrow had searched for the old storm drain but because Miss Dig apparently did not mark the gas lines too well we didn't dig too far to the East. Sawyer later looked at the hole and said we should try to go West a little farther and maybe we would find it. Miss Dig was out again and did mark a gas line, which was where we feared it might be. Also, Sam McLaren was out and explained where it might be and also explained about some other broken drains in the area.

Morford explained there was nothing to do until we try again to find the existing drain, and if we don't find it, we may have to install a new pipe back to the catch basin.

Morford also explained about the small pedal type airplane on display, which will be donated to raise funds for the airport association. Jack Pierce built it.

Morford said SATA moved in this morning officially.

## New and Miscellaneous Business



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RS&H has two proposals to do design work for either just the T-Hangar area or for the whole area. Area B-1, \$17,000 and Area B, \$25,000.

Andrews did not expect a decision on the agreements today.

Discussed Randolph's fuel contract. Our attorney, Bill Brown, has reviewed it.

Dvorak made a motion to allow Sawyer to sign Randolph Air Service fuel contract after Gary Randolph signs it.

Roll call: Approved unanimously

Sawyer said Bill Brown couldn't come today because he had a death in the family.

Brown indicated he would like to have an Executive Session and he would like to have the full board present. Sawyer said we need to schedule an evening meeting (because Gute can't make a day meeting) as soon as possible.

Sack asked if we could have a motion to go back into negotiations, Sawyer said we could but we couldn't have any discussion on it.

Dvorak said we shouldn't make any decisions without word from our attorney. Sack said he disagreed because he said it was very evident that the judge wants us to reopen negotiations.

Sack made a motion to reopen negotiations with the "Hangar Association" at the courthouse, 2<sup>nd</sup> by Dumond. Sawyer re-said that Brown would like to have the full board present before making this decision. Dvorak said again we should hear from Brown.

Later support was withdrawn by Dumond. Motion died.

Mike Dvorak said to get boards schedule to Gute so he can meet with full board.

Board's schedule for next week:

Sack asked if an alternate could be present, Sawyer said we can push for that.

Dumond-Not on Monday

Tuesday, Wednesday, Thursday okay with everyone present.

Mailbox-Morford explained about having the postmaster out and discussed where we could put a mailbox. Dvorak asked if boxes would be locked, Morford said no but they could be. SATA is going to have a mailbox and Sascon and Randolph have been told they can have a box too.

Sheila is worried we might have different colored mailboxes.

## **Citizens Comments**

Guy Stuart is withdrawing his permit to build a hangar.

Parking lot pavement striping on hold

Dumond said we could probably have the mail not delivered on Saturday.

## **Adjournment**

Dvorak made a motion to adjourn, second by Sack.

Roll call: Approved unanimously

Adjourned at

Respectfully submitted by:



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Gerald Morford  
11-13-00  
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