



Owosso Community Airport

205 Airport Drive
Owosso, MI 48867

Phone: (989) 725-1969
Fax: (989) 729-9639

Shiawassee Airport Board

Richard Musson, Chair — Shiawassee County
Danny Miller, Vice — Owosso Township
Arnie Jessen, Treasurer — City of Corunna
Mike Dvorak — City of Owosso
Joe Janca — Caledonia Charter Township
Lance Little — Airport Pilot Rep.
Tim Harwood, Secretary — Airport Manager

SHIAWASSEE AIRPORT BOARD

Regular Meeting of June 12, 2008
Airport Terminal

MINUTES

ATTENDANCE:

Roll Call

Members Present

Richard Musson
Danny Miller
Arnie Jessen
Joe Janca
Mike Dvorak
Lance Little
Tim Harwood

Shiawassee County

Owosso Township

City of Corunna

Caledonia Charter Township

City of Owosso

Airport Pilot Rep.

Secretary/Airport Manager

Members Absent

None

APPROVAL OF AGENDA:

Motion to approve by Danny Miller supported by Joe Janca

Roll Call: - Approved by all present

APPROVAL OF MINUTES:

May 8, 2008 Meeting: Motion to approve by Joe Janca supported by Danny Miller

Roll Call: - Approved by all present

CITIZENS COMMENTS:

None

COMMUNICATIONS:

Julie Mackay – Owosso Airport Association – Julie has “Thank You” cards from the kids from Aviation Day. The teachers were very happy with this years Aviation Day. We had 270 kids here for the day. Julie wanted to “Thank” everyone for the use of the hangars and for working together.

FINANCIAL REPORT:

Tim Harwood presented the financial report with a balance of \$78,395.58 and unpaid bills of \$3,545.50 plus reimbursement to petty cash of \$262.49 for a total of \$3807.99.

Motion to pay the bills by Joe Janca supported by Danny Miller

Roll Call: - Approved by all present

MANAGERS REPORT:

Tim first wanted to “Thank” Pam Musson and Rick Musson for coming out and covering the airport while he was recovering from surgery.

He also passed on a “Thank You” to everyone that worked on the spring clean-up here at the airport. Everyone did a great job and the place looks wonderful.

This past month we had Garfield Elementary from Flint come out and had their aviation day here at our airport. The clouds stayed to low so Jeff Spinney had to fly all 30 Young Eagles kids in his 1959 Bell 47 helicopter. A big “Thank You” to Jeff.

The next day we had six kids from the Michigan School for the Deaf come out and went flying. Thank you to Bob Hausman and Mary Moylan for flying these kids. These were Mary’s first Young Eagles flights.

Later that week we had 30 kids from a local church pre-school come out and spent their pre-school graduation here at the airport. Thanks to Sarah Hess and Doug Haskins for volunteering their time and putting on classes for these kids.

Tim attended the Corunna School careers day at Elsie Meyer elementary school. The school asked if next year they could have some form of aviation day at the airport.

Tim passed on a “Thank You” for everyone that volunteered their time for the fly-in lunch and the aviation day here at the airport.

Tim also passed on a “Thank You” to Dave Caswell for the money raised by selling some of the scrap metal (\$475.00) on the airport and to Rick Musson for the aviation lamp (\$51.00) he made that Tim sold on Ebay. This money will be put towards a new computer.

UNFINISHED BUSINESS:

a. Fuel System - Randolph Air Service – Rick Musson informed everyone that we now have a proposed purchase agreement with Randolph Air Service. A concern was raised that the agreement calls for the printer to be up and working before we conclude this deal. Gary Randolph informed the board that the printer is here and going to be installed shortly. We have a target date to conclude this deal on June 30th.

b. T-Hanger Storage Unit (unit on end of building) – Tim has completed a rental agreement and is waiting for an interested party to come forward. There has been interest to rent this building at \$100.00 per month but so far, none at \$125.00. The board had discussion on this and decided to keep the rental at \$125.00.

Motion to table this until next month by Joe Janca supported by Danny Miller

Roll Call: - Approved by all present

c. Danny Miller – Manager’s Educational Reimbursement – Danny Miller briefed the board on the college classes that Tim Harwood has been taking out of his pocket. The two classes that he has completed and the one he is currently taking will complete half of the requirements for a skills certificate in aviation management. Danny feels that it is in the best interest of the airport to support Tim with these classes and reimburse him for these out of pocket costs. These classes not only will benefit Tim but will allow him to be a better, much more informed airport manager, thus benefiting the airport. Danny spoke that at the last meeting we the board would delay any action on this until tonight. Mike Dvorak

asked where Tim was taking these courses. Tim answered that they are offered from Schoolcraft College in Livonia. These are three of the eight aviation management classes offered by that college. Six are required for the skills certificate. Mike asked if any of these classes were available through any airport associations. Tim answered that after research for this type of classes to better learn his job, this was the best and what was recommended by MDOT Aviation Branch. The only other was taught at Eastern Michigan University and those were in-class on-campus only and not available as an on-line class. Rick Musson mentioned that the airport has already benefited from this training. Bob Hoschner asked if he could be heard on this matter. Bob had two things in relation to this: 1. The board had already set precedence by approving for Carol Saunders to take classes from the University of Tampa while she was the manager; 2. I feel strongly that any education Tim gets, however he gets it will benefit this airport and that the board should let him get what ever he is willing.

Motion to reimburse the airport manager in the amount of \$1369.69 for three classes that he has paid for, made by Danny Miller supported by Joe Janca

Roll Call: - Approved by all present except Mike Dvorak

NEW AND MISCELLANEOUS BUSINESS:

- a. Parcels E60 & E61 – It was determined by the board to hold a special meeting on Monday, June 16th, 2008 at 5:30 PM in reference to this topic.

CITIZENS COMMENTS:

Pam Musson wanted everyone to sing “Happy Birthday” to Lance Little.

BOARD MEMBER COMMENT:

Mike Dvorak wanted to remind everyone that anytime the board has to deal with land acquisitions, legal issues or personal issues we should have executive sessions.

Tim Harwood informed everyone that Mary Moylan’s son Shawn was working on his Eagle Scout project which was to build a sign welcoming everyone to the airport. One sign for the airport side and one for the land side of the airport.

ADJOURN:

Motion to adjourn made by Danny Miller and supported by Arnie Jessen

Roll Call: - Approved by all present

**Sponsor Members: Shiawassee County - City of Owosso
City of Corunna - Caledonia Charter Township - Owosso Township**