



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
Brent Wesley — City of Owosso
Joe Janca — Caledonia Charter Township
Lance Little — Airport Pilot Rep.
Tim Harwood, Secretary — Airport Manager

SHIAWASSEE AIRPORT BOARD

Regular Meeting of February 12, 2009
Airport Terminal

MINUTES

ATTENDANCE:

Roll Call

Members Present

Richard Musson
Danny Miller
Arnie Jessen
Brent Wesley
Joe Janca
Tim Harwood

Shiawassee County
Owosso Township
City of Corunna
City of Owosso
Caledonia Charter Township
Airport Manager/Secretary

Members Absent

Lance Little

Airport Pilot Rep.

APPROVAL OF AGENDA:

Motion to approve by Danny Miller supported by Joe Janca

Roll Call: - Approved by all present

APPROVAL OF MINUTES:

January 15, 2009 Meeting: Motion to approve by Joe Janca supported by Danny Miller

Roll Call: - Approved by all present

January 26, 2009 Special Meeting: Motion to approve by Brent Wesley supported by Joe Janca

Roll Call: - Approved by all present

CITIZENS COMMENTS:

None

COMMUNICATIONS:

Julie Mackay – Owosso Airport Association – The OAA will be having its election of officer's at this Sunday's meeting at 3PM.

FINANCIAL REPORT:

Tim Harwood presented the financial report with a balance of \$69,983.41 and unpaid bills of \$2,709.64 plus reimbursement to Petty Cash of \$669.99 for a total of \$3,331.64.

Motion to pay the bills by Arnie Jessen supported by Joe Janca

Roll Call: - Approved by all present

MANAGERS REPORT:

Tim briefed that all the lights are up and working. Since the snow melted we have discovered that three of the taxi poles have disappeared during plowing.

Trucks and tractors are up and working fine. The status of the new snow plow equipment is as follows. Bids were received and a recommended bid was sent to MDOT Aero. We were asked to rebid these due to some questions from MDOT. It looked like we were bidding apples and oranges and we should be bidding all one. We have resubmitted these bids with identical options to the final two companies that meant the requirements of the previous bids.

Fuel sales so far for 2009 are 549.5 gallons. We received a letter from the University of Michigan, C. S. Mott Children's Hospital thanking us for the donation that AvFuel (our fuel supplier) made to them on our behalf.

The Michigan Air Tour has picked Owosso Community Airport as one of the stops during the tour for 2009. We expect to see approximately 40 aircraft arriving around 10:30 AM on Saturday, September 12, 2009. They will be here for only an hour or so and then off to the next destination which is Big Rapids.

The Michigan Helicopter Association will be holding their meeting here at our airport next Thursday evening February 19, 2009 at 7:30 PM. This meeting is open to the public if anyone is interested.

Tim covered a quick overview of the Michigan Airport Manager's Conference that Tim and Doug attended in Lansing last week.

UNFINISHED BUSINESS:

- a. Commercial Operator's Agreement – The board reviewed the Commercial Operator's Agreement and any new changes.
Motion to accept the new Commercial Operator's Agreement by Brent Wesley supported by Joe Janca
Roll Call: - Approved by all present**
- b. Aviation Scholarship – Danny Miller discussed this subject. Danny Miller was asked to form a committee and come up with recommendations for the board.**

NEW AND MISCELLANEOUS BUSINESS:

- a. Yearly Business meeting / Election of Officers
An election of officers was held.**

Motion to nominate Richard Musson for the position of Chairman of the Board was made by Danny Miller supported by Arnie Jessen. There were no further nominations for this position.

Roll Call: - Approved by all present

Motion to nominate Danny Miller for the position of Vice-Chairman of the Board was made by Arnie Jessen supported by Brent Wesley. There were no further nominations for this position.

Roll Call: - Approved by all present

Motion to nominate Arnie Jessen for the position of Treasurer of the Board was made by Danny Miller supported by Joe Janca. There were no further nominations for this position.

Roll Call: - Approved by all present

The board also made an annual review of the Airport's Rules of Organization; Rules and Regulations; and Emergency Procedures.

Motion to review and accept these documents by Joe Janca supported by Brent Wesley

Roll Call: - Approved by all present

- a. **Mileage Rate – The board discussed setting a mileage rate for airport use. After going over the Federal, State, County and local mileage rates. The board discussed what mileage would be paid and under what conditions.**

Motion to set the airport mileage rate at 48.5 cents per mile to match the county and to acquire a mileage log book and maintain a complete mileage log of all airport mileage made by Brent Wesley supported by Joe Janca.

Roll Call: - Approved by all present

CITIZENS COMMENTS:

Doug Haskins wanted to thank the board for allowing him to attend the Michigan Airport Manager's Conference. He said it was an eye opening experience.

BOARD MEMBER COMMENT:

Brent Wesley said "Thank You" to all the volunteers at the airport.

Joe Janca mentioned that he thought everything was running fine at the airport.

ADJOURN:

Motion to adjourn made by Danny Miller and supported by Brent Wesley

Roll Call: - Approved by all present

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