



Owosso Community Airport

205 Airport Drive
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Shiawassee Airport Board

Richard Musson, Chair—Shiawassee County
John Challenger, Vice —Caledonia Township
Brent Wesley, Treasurer——City of Owosso
Chuck Kerridge——City of Corunna
Bob Ardelean——Owosso Charter Township
Julie MacKay——Airport Pilot Rep.
Garry Csapos, Secretary——Airport Manager

SHIAWASSEE AIRPORT BOARD

Regular Meeting of November 9, 2017
Airport Terminal

*****MINUTES*****

Approved December 14, 2017

ATTENDANCE:

Roll Call

Members Present

Richard Musson
John Challenger
Chuck Kerridge
Brent Wesley
Bob Ardelean
Garry Csapos
Julie MacKay

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

Members Absent

Julie MacKay

APPROVAL OF AGENDA:

Motion to approve agenda by Brent Wesley supported by John Challenger.
Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of October 12, 2017 Meeting: Motion to approve by John Challenger supported by Brent Wesley.
Roll Call: - Approved by all present.

CITIZENS COMMENTS:

Matt McKone introduced himself to the Airport Board. He is available for services if needed.

COMMUNICATIONS:

a. Julie MacKay absent, no report.

FINANCIAL REPORT:

Garry Csapos presented the financial report from the Shiawassee County Financial Administrator showing a cash Trial Balance of \$24,903.59 ending 10/31/2017 and unpaid bills of \$3,868.61.
Motion to pay the bills as presented by Brent Wesley and supported by Chuck Kerridge.
Roll Call: - Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales so far for the month of November 2017 were 1196.48 gallons and total for the year are 36319.21 gallons. On Tuesday October 17, 2017 Pyramid Paving Co. completed paving Taxi Street 1. On Tuesday Aclara, a company hired by the City of Owosso upgraded the water meters at the Terminal Building, the Sascon Hangar and the Café. Also on Tuesday we closed the Huntington Bank account and deposited the \$749.82 into our account with the Shiawassee County Treasurer Office. Juan Zapata of MDOT Aeronautics inspected the Airport on Thursday November 2, 2017. The inspection went well and he commended the Airport Staff for a rapid response to correcting the problems. We will have our Generality Utility Licence reinstated soon. Doug Haskins the Airport Maintenance Director and the Airport Manager are looking into possible issues that may occur with our ageing fuel system.

UNFINISHED BUSINESS:

- a. David Joye of RS&H reported that last week he did a final Punch List for the Crack Seal & Paint project. There were over 90 deficiencies recorded on this project and all of these have to be addressed before the contract can be closed and the contractor be paid. He expects the contractor to return in the spring address the problems. In the meantime we will make progress payments. The first pay estimate and draft change order have been produced. We have MDOT support for withholding 25% until the problems are addressed. Motion to pay the first payment estimate of 75% with the caveat that the certified payrolls must have been received. Motion to approve by Brent Wesley supported by John Challenger. Roll Call: -Approved by all present.
- b. John Challenger explained how we arrived at the choice of recommending the law firm of Ashley and Zaleski to represent the Airport. Motion to retain Curtis Zaleski as the Airport Attorney was made by John Challenger and supported by Brent Wesley. Roll Call: -Approved by all present.
- c. Richard Updated the Board on the acquisition of the new Snow Removal Equipment (SRE). The tractor equipment is at D & G and can be seen by anyone who is interested. The paint job exceeded our expectations and all of the equipment is present and ready to be retrofitted. Rick has the completed purchase order and will sign it upon delivery. All American made we hope delivery to be in a week to 10 days.

NEW AND MISCELLANEOUS BUSINESS:

- a. none

CITIZENS COMMENTS:

David Joye of RS&H commented we extend an invitation to Laura Wise of MDOT Aeronautics our Project Manager to take a look at our new Snow Removal Equipment. She would like to drive the new tractor! John Challenger introduced his wife Cathy to the Airport Board.

BOARD MEMBER COMMENTS:

none

ADJOURN:

Motion to adjourn made by John Challenger and supported by all present.

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