



Owosso Community Airport

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Shiawassee Airport Board

Richard Musson, Chair—Shiawassee County
John Challenger, Vice —Caledonia Township
Richard Ebert, 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 March 14, 2019
Airport Terminal

*****MINUTES*****

Approved April 11, 2019

ATTENDANCE:

Roll Call

Members Present

Richard Musson
John Challenger
Chuck Kerridge
Richard Ebert
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: none.

APPROVAL OF AGENDA:

Motion to approve agenda by John Challenger supported by Chuck Kerridge.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of February 14th, 2019 Meeting: Motion to approve by Chuck Kerridge supported by John Challenger.

Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. Emily Marrah and Justin Horvath updated the board that the private hangar was not available for hosting the Hospitality for Humanity event that was discussed at the last meeting. They asked the board for another recommendation to hold the event on the airport property. The board had a discussion about holding the event using a large tent on some of the vacant areas on the airport. Emily and Justin will form a plan and inform the airport so the board can vote on it at the next meeting.

COMMUNICATIONS:

- a. Julie MacKay- Airport Pilot Rep. Nothing to report.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$2,800.42 for March 14, 2019. A report from the Shiawassee County Financial Administrator shows a cash Trial

Balance of \$86,391.81 ending February 28, 2019. The AvFuel credit balance ending February 28, 2019 was not available. Total revenue deposited for the month of February 2019 was \$13,688.80.

Motion to accept the bills as presented by John Challender and supported by Bob Ardelean.
Roll Call: - Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales so far for the month of March 2019 is 662.23 gallons. Total fuel sales for the year 2019 was 3,089.23 gallons. On February 20th and 21st Airport Manager Garry Csapos and Maintenance Director Doug Haskins along with Howard Nixon Airport Manager Christine Hartages and Assistant Manager Dave Caswell attended the annual MAAE airport conference at the Kellogg Center on the MSU campus. The topics discussed at the meeting include snow removal, pavement marking and maintenance, runway incursions, expansion of the military operating area (MOA) in the thumb of the state and consequences of PFAS in fire fighting foam. Steve Tupper who is a CAP member and Air Show boss is proposing an Air Show and CAP open house at the airport on August 19th, 2019. This would be a joint effort between the CAP and the Owosso Airport Association.

UNFINISHED BUSINESS:

- a. Richard Musson discussed two issues regarding leasing the SASCON office area. Rick outlined four changes in the lease for Thunderbird Aviation. This lease is in effect through December 31st of this year. Change 1 limits leasing only the office area. Change 2 issues a credit of \$100 for the months of August -December of 2018 and January and February of 2019. Change 3 is the installation of a plywood floor on top of the exiting office area to make it raccoon proof and the utilities would remain in the airport's control. The fourth Change evaluates the situation and if feasible negotiates a new agreement. The third year of the lease option is no longer included with this lease agreement and new lease will be for a term of two years. Zach Lonsway who runs a number of companies out of Shiawassee County. His primary company is Enigma Web-design, a marketing and consulting company. Zach would like to lease the SASCON office area that is currently being leased by Thunderbird Aviation and return it back to a space that is commercially viable. He proposes to renovate it in stages and all changes would be approved by the airport board. After the construction is finished he would negotiate a new lease at a proper commercial rate. Zach gave a short presentation demonstrating the 3D rendering capability of his computer equipment which he wishes to use in his new business. After board discussion it was determined that Thunderbird Aviation has not lived up to the terms of his lease and neither did the airport live up to its terms. John Challender made a motion to table this issue until next month so we can confer with the airport attorney. Richard Ebert supported the motion.
Roll Call: -Approved by all present.

NEW AND MISCELLANEOUS BUSINESS:

- a. Airport Board Office elections. Rick Musson opened discussion to any changes in airport board officers. Chuck Kerridge made a motion that we make no changes to the airport board officers and maintain them as they currently are. Bob Ardelean supported the motion.
Roll Call: -Approved by all present.
- b. Review Rules and forms. Rick opened discussion on any changes to the rules and forms that follow.
 - Emergency Procedures.
 - Rules and Regulations.
 - Rules and Procedures.
 - Commercial Operators Agreement.
 - Building Procedures.
 - Lease Land Agreement.
 - Lease Agricultural Land.
 - Lease Parking Agreement.
 - Lease Maintenance Hangar.
 - Lease T-hangar Yearly.
 - Lease T-Hangar Short Term.
 - Lease T-Hangar Storage Area.
 - Lease Tie-Down Agreement.
 - Rental Permit Application.

Rick noted that none of the rules and forms have had any requests for changes. John Challender made a motion that all of the fourteen rules and forms be reapproved without changes. Chuck Kerridge supported the motion.

Roll Call: -Approved by all present.

- **Let it be noted that during the latter part of the meeting an emergency alert was issued by the National Weather Service. There was a Tornado Warning in this area and to take shelter immediately.**

CITIZENS COMMENTS:

- a. **None.**

BOARD MEMBER COMMENTS:

- a. **Chuck Kerridge suggested that the board move on what kind of memorial be done with the money donated in the memory of Bill Burns.**

ADJOURN:

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

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