



# 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 April 11, 2019  
Airport Terminal

\*\*\*MINUTES\*\*\*

**Approved May 9, 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: Julie MacKay

### APPROVAL OF AGENDA:

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

Roll Call: - Approved by all present.

### APPROVAL OF MINUTES:

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

Roll Call: - Approved by all present.

### CITIZENS COMMENTS:

- a. John Orme who is the commander of the Owosso Composite Squadron of the Civil Air Patrol presented a written proposal for an air show/open house to board for their review. John who completed the "Airboss 101" class is also the Assistant Director and Safety Officer of the Tuskegee Airman Airshow held in Detroit every year. He said the requirements for an airshow cannot be met by the target date of August 10<sup>th</sup> of this year so they are proposing a fly-in open house on that date. They expect lots of airplanes, food vendors and other attractions. On August 17<sup>th</sup> of this year the CAP would like to run a search and rescue exercise based at the airport.

### COMMUNICATIONS:

- a. Julie MacKay- Airport Pilot Rep. No report.

**FINANCIAL REPORT:**

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$7,262.01 for April 11, 2019. A report from the Shiawassee County Financial Administrator shows a cash Trial Balance of \$83,884.54 ending March 31, 2019. The AvFuel credit balance ending March 31, 2019 is \$19,905.42. Total revenue deposited for the month of March 2019 was \$14, 015.39.

Motion to accept the bills as presented by John Challander 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 April 2019 is 627.08 gallons. Total fuel sales for the year 2019 is 4,952.28 gallons. Airport Manager Garry Csapos, Board Chairman Richard Musson and Maintenance Director Doug Haskins attended training sessions on April 2<sup>nd</sup> and 3<sup>rd</sup> for a new bill pay and employee payroll time reporting system with County Finance. This new system will require new code numbers for bill paying and deposits. So far we do not have an operator for the Café. Two people have showed interest including John Orme and his wife Mary Ann. Steve Tupper who has been running the Tuskegee Airman Airshow for the last 6 years and John Orme will propose an event at the airport on August 10<sup>th</sup> of this year.

**UNFINISHED BUSINESS:**

- a. Richard Musson reported to the board that he has advertised leasing the Sascon Building on Barnstormers.com with no response yet. Zach Lonsway (not in attendance) who is interested in leasing the Sascon office area requested a letter of intent stating the terms before he will commit any financial resources to improving the building.
- b. No one was in attendance for an update on the Hospitality for Humanity Fund Raiser.

**NEW AND MISCELLANEOUS BUSINESS:**

- a. Richard Musson presented the board with copies of the rules and regulations regarding glider operations at the airport. These rules have been jointly created by the airport and the CAP. There were some issues in the past regarding communicating these rules to the glider crew. Rick proposes that these rules be moved directly into the rules and regulations book. This proposal will be posted in the airport terminal for thirty days starting tonight.
- b. Richard Musson presented the board with copies of the three CAP lease agreements. There are no existing agreements for the three buildings the CAP is using. Rick covered all of the reasons why we need these lease agreements even though they are not generating income.

**CITIZENS COMMENTS:**

- a. Lance Lavigne commented that all of his questions regarding glider operations were answered in the previous discussions. He asked about having pictures in the advertisement for leasing the Sascon Building.

**BOARD MEMBER COMMENTS:**

- a. Chuck Kerridge asked about the large airplane that made a low pass over the airport. We are fairly sure it was the FAA checking the approaches.

**ADJOURN:**

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

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