



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 June 13, 2019
Airport Terminal

MINUTES

Approved July 12, 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 Bob Ardelean.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of May 9, 2019 Meeting: Motion to approve by Chuck Kerridge supported by Richard Ebert.

Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. Ron Hess and a partner of his are looking to start an Avionics and mechanics shop on the airport. They are currently in the process with the FAA and with a lawyer for the LLC. They have looked at the Café building and noticed that the roof is leaking and they would like to remove the carpet. They discussed other issues regarding the possible lease of the building. A committee consisting of Rick Musson, Richard Ebert and Julie MacKay will work on this issue.

COMMUNICATIONS:

- a. Julie MacKay- Airport Pilot Rep. Julie MacKay thanked everyone involved in another successful Airport Day. There were approximately 75 students attending. Julie passed out thank you cards from the students.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$2,733.21 for June 13, 2019. A report from the Shiawassee County Financial Administrator shows a cash Trial Balance of \$80,875.18 ending May 31, 2019. The AvFuel credit balance ending May 31, 2019 was not available. Total revenue deposited for the month of May 2019 was \$7,416.50.

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

MANAGERS REPORT:

Garry Csapos reported that fuel sales so far for the month of June 2019 is 2,056.04 gallons. Total fuel sales for the year 2019 is 10,830.81 gallons. Doug Haskins (not present) reported that the river trail grass was cut on May 16th, May 29th and June 10th. He also suggested that a charge of \$25 be assessed for cutting under a tied down aircraft that has grown over 2 feet. Ron Hess stopped by the airport on Friday May 17th and inquired about operating an Avionics shop at the airport. On May 22nd Mike inspected the AWOS and gave it the OK. May 29th was Airport Day at the airport for fourth grade students from Bryant Elementary School. Julie MacKay organized the event. Students attended classes on Airplanes, Aviation Maps, Rockets and Military Planes. There will be a change of service at the Flint Air Traffic Control Tower. Flint ATCT will be reclassified as Tower Only. Effective June 12th Flint ATCT approach Control functions will be transferred to the Kalamazoo Airport Traffic Control Tower. The June 14 through 16 Michigan Wing Emergency Services Search & Rescue exercise was cancelled. Le Ann French is interested in operating the Café starting this summer.

UNFINISHED BUSINESS:

- a. David Joye of RS&H reported that we are waiting for FAA airspace clearance for the airport Airport Layout Plan (ALP) update. It is still under review. The fiscal 2019 project is the moving of the PAPI system and lowering the angle. Moving ahead with the 2019 project without an approved ALP may be an issue. The 2019 project also includes moving the wind sock and new monuments on the runway ends. David indicated that projects are not eligible for funding by the Airport Improvement Program (AIP) if they are not on an approved ALP. He hopes to get MDOT approval on a contract for the airport board.

NEW AND MISCELLANEOUS BUSINESS:

- a. The Airport Board reviewed the Airport Management and Airport Maintenance contracts which each board member had a copy of. The documents show the employment packages of the airport manager and the maintenance director and the proposed compensation changes.

Motion to accept the proposed management plan changes by John Challender and support by Richard Ebert. Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. None.

BOARD MEMBER COMMENTS:

- a. Chuck Kerridge reminded everyone of the July 4th celebration coming up.
- b. John Challender said he will follow up on getting the drain fixed.
- c. Julie MacKay asked if there was a problem in getting enough aviation fuel. Rick Musson and Garry Csapos explained that there was an unusually large amount of fuel purchased in a short period of time while waiting for the next load.

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**