



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 January 9, 2020
Airport Terminal

*****MINUTES*****

Approved February 13, 2020

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:

Item d. New and Miscellaneous: Project Review by Mead & Hunt, was added to the agenda.
Motion to approve agenda by Chuck Kerridge supported by Bob Ardelean.
Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of December 12, 2019 Meeting: Motion to approve by Chuck Kerridge supported by John Challenger.
Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. Lee Ann French presented to the board a typed plan for the proposed May 16th Pilot Rodeo that she is helping to organize this spring. She discussed rules concerning safety, weather and the details of how the event will be conducted. Lee Ann reported that the OAA (Owosso Airport Association) is up and running again and will provide help. Also the CAP (Civil Air Patrol) will also help with the event. Lee Ann answered questions and concerns of the board members. Also Lee Ann asked if she could put a wood replica of a bi-plane in front of the café. John Challenger made a motion that Rick Musson will have the authority to review and approve the Airplane Rodeo at a later date. Chuck Kerridge supported the motion.
Roll Call: -Approved by all present.

COMMUNICATIONS:

- a. Julie MacKay- Airport Pilot Rep. Julie MacKay reported that the Pilot Rodeo event seems like a lot of fun but she would like the review the plan Lee Ann provided.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$2,962.35 for December 2019. A report from the Shiawassee County Financial Administrator shows a cash Trial Balance of \$52,651.49 ending December 31, 2019 . The AvFuel credit balance for November 30, 2019 was \$33,821.15. Total revenue deposited for the month of December 2019 was \$17,231.80.

Motion to approve the Financial Report as presented by John Challenger and Richard (Dean) Ebert supported the motion.

Roll Call: - Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month of December 2019 was 1,467.6 gallons and total fuel sales for the year 2019 is 34,949.1 gallons. On Thursday December 19th Airport Manager Garry Csapos and Board Chairman met with representatives of Mead & Hunt, our new consulting engineer. We discussed pending projects that they will be involved with. On December 19th Tom Smith of MDOT completed the regularly scheduled AWOS inspection and it checked out OK. On Saturday December 21st the committee to evaluate the leasing of the SASCON building met with Ron Hess who is planning to open an avionics repair station in that location. On Monday January 6th the airport received e-mail copies of the Tall Structure Permits from Christopher Grzenkowicz of Desine Incorporated. These permits were for the expansion of the ALDI grocery store on M-21 near the approach end of runway 18. The permits were for the building structure, several light poles, and a sign. The e-mails also included copies from the FAA which were Determinations of No Hazard to Air Navigation regarding these structures. On Wednesday January 8, 2020 all of the land lease invoices for 2020 were prepared and have been placed in the mail.

UNFINISHED BUSINESS:

- a. None.

NEW AND MISCELLANEOUS BUSINESS:

- a. Ron Hess introduced himself and his business partner Scott Moore of MI Aviation. He passed out written copy of his business proposal. This proposal included a timeline of building improvements, utilities and rental rates. He discussed with the board the items covered in the proposal. Ron hopes to have a Grand Opening in April of this year. Rick explained the lease for the office will be a standard lease that we have used in the past for this building. Also we will have to work out loading and parking issues. John Challenger made a motion that we use the standard office lease to lease the SASCON office area to MI Aviation. Support for the motion was made by Chuck Kerridge. Roll Call: -Approved by all present.
- b. Rick Musson explained to Robert Ching that Aura Aviation will be presented with a standard land lease for Hangar #1504 Taxi Street 5 with the understanding that they will make the necessary improvements to make the building presentable. Motion to issue a land lease to Aura Aviation for Hangar #1504 Taxi Street 5 was made by Dean Ebert. Support for that motion was made by John Challenger. Roll Call: -Approved by all present.
- c. Rick Musson explained that Pinecrest Animal Hospital would like to purchase a land parcel from the airport. Jed Dingens of Dingens Architects brought this proposal to the board during the Citizens Comment period at the previous board meeting of December 2019. This proposal is for a turn cut from the Pinecrest Animal parking lot over a ditch to Airport Trail Road. Jed Dingens said that he learned that it would be easier to purchase the entire parcel rather than the other land owners near the animal hospital to purchase each piece separately. Also the FAA required land release process can be very expensive doing it four deferent times. Stephanie Ward of Mead & Hunt introduced herself and explained she has a lot of experience with airport land releases and acquisitions. She explained the FAA has recently cracked down on the use of airport property that was purchased with federal funds and obligated for aeronautical use. The FAA land release process could take from 12 to 24 months. There was a land swap done in 1999 that traded some property to the car dealership and to the Shiawassee Road commission without the proper land release process. This was done approximately twenty years ago and the people who were involved in that are long gone off the board. The FAA will require that this be fixed first. Because it was twenty years behind us it is more of a retro fix and the FAA will want us to go through a process to document and remedy the wrong before we create another one with the release of more land. The retro fix and the land release will more likely be needed to be done in

parallel. Stephanie explained we don't know what this fix will look like because we don't know what data is available. She thinks we could reduce the cost of a land release by the airport and interested parties shouldering some of those costs such as boundary survey, property survey, a fair market value assessment and an environmental review. Stephanie discussed with Jed Dingens some of the fine points of the review process required by the FAA. She explained that the release request has to come from the airport. Jed explained the wisdom of doing this as one parcel rather than three or more people doing this separately. Jed propose a joint ownership and described the parcel as approximately 68 feet on one end and 79 feet on the other end and about 600 foot long, just below an acre. Jed thinks it should be one purchase. Rick explained the airport is willing give a land release and doesn't want the property. John Challenger asked if there was a chance to lease an easement rather than buying the property. Jed responded that it might be an alternative. A purchase was the first choice, all parties second choice and lease easement third. Stephanie explained a lease would still require a release process from the FAA and with a fee purchase the money would have to go to a capital project and a long term lease the money would go to maintenance and operations. Every one agrees it would be better to sell the land as one piece. Rick asked if the two engineering companies would work together before the airport incurs direct costs. Stephanie said she will get with the FAA and MDOT to get a clearer picture of what they may be requiring the airport to do about the land swap before we go ahead with the land release.

- d. After some initial introductions Ben Hoover and Stephanie Ward of Mead & Hunt presented a review of the upcoming 2020 through 2024 projects that the airport board would like them to proceed with. Ben explained that there is an airport improvement handbook that illustrates typical projects that are funded by MDOT and the FAA. To receive funding the airport project has to appear in that handbook. Ben also explained that the FAA has an order of precedence of airport projects that determines what type of projects have the best chance of being funded. The airport runway would be the first on the list. The runway would have to be in good condition before the FAA would consider other projects such as the wind cone and segmented circle. Ben explained that there is a time crunch when trying to move the construction of the wind cone and segmented circle up to the year 2020 because MDOT has there processes, the engineering company has to get a contract and begin a design, A budget has to submitted and approved for construction. Electrical equipment requires a long lead time. Rick Musson explained that this summer some funds the airport could get will expire. We do have an option to extend any unused funds back to MDOT Aeronautics for another airport to use. Ben explained that the 2020 and 2021 projects are in place. The later projects for 2022 and 2024 can slide up and down depending on funding. The 2020 and the 2021 construction projects cannot be fitted in this year before some of the money expires. Stephanie explained that eligible money requires an Aeronautics Commission transfer from MDOT to the Owosso Airport. The Commission meets only once a month and they need information to make the transfer a month in advance. Rick asked the engineer staff if another MAP meeting would be appropriate. Ben explained that it would be worth the question to address MDOT Aeronautics with the project changes that are being considered. Ben explained that these projects are already in the AERO PM program and that it would not be a complete surprise to MDOT Aeronauts with these changes. Rick thinks it would be easier set to down with MDOT Aeronautics and discuss these issues. Ben said he could contact MDOT and set up a meeting. Stephanie said there is an economy of scale to consider with a bigger single project than doing three smaller projects. Rick said it's best to have a new MAP meeting.

CITIZENS COMMENTS:

- a. None.

BOARD MEMBER COMMENTS:

- a. Julie MacKay welcomed Scott and Ron of MI Aviation to the airport and said it is great and exciting listening to their plans.

ADJOURN:

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