



# 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 September 10, 2020  
Airport Terminal

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

**Approved October 8, 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:

Motion to approve agenda by Chuck Kerridge supported by Dean Ebert.

Roll Call: - Approved by all present.

### APPROVAL OF MINUTES:

Minutes of July 9, 2020 Meeting: Motion to approve by John Challenger supported by Chuck Kerridge.

Roll Call: - Approved by all present.

### CITIZENS COMMENTS:

a. None.

### COMMUNICATIONS:

a. Julie MacKay- Airport Pilot Rep. None.

### FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$4,728.18 for August 13<sup>th</sup>, 2020 and \$13,313.14 for September 10<sup>th</sup>, 2020. A report from the Shiawassee County Financial Administrator shows a cash Trial Balance of \$115,652.14 ending July 31<sup>st</sup>, 2020 and \$98,686.52 ending August 31<sup>st</sup>, 2020. The AvFuel credit balance ending June 30, 2020 was \$35,813.11 and \$35,622.98 ending July 31<sup>st</sup>, 2020. Total revenue deposited for the month of July was \$40,699.00 and the month of August was \$2,350.61.

Motion to accept the bills as presented by John Challenger supported by Richard “Dean” Ebert.

**Roll Call: - Approved by all present.**

**MANAGERS REPORT:**

Garry Csapos reported that fuel sales for the month July 2020 was 3,790.3 gallons and the month of August was 4,001.5 gallons. Total fuel sales so far for the year 2020 is 19,866.7 gallons. Due to the implications of COVID-19 in person MAP meetings will not be held this year. MDOT will be offering general subject meetings through Microsoft Teams. The airport received the Cares Act Operational Grant on Tuesday July 14<sup>th</sup>. A big thank you goes to Don Niles and the OAA for painting the interior of the terminal building. Airport Manager Garry Csapos met with Elizabeth Brooks of JACOBS Insurance and discussed the airport liability policy. The policy premium will be fixed for three years. The Airport Board approved and EZ Asphalt sealed the parking lot on August 31<sup>st</sup> and painted the stripes the following day. On Thursday September 3<sup>rd</sup> Tom Smith of MDOT inspected AWOS found a minor problem and it is operating OK.

**UNFINISHED BUSINESS:**

- a. Robert Ching of Aura Aviation shared with the board a copy of a proposal to lease the SASCON hangar and office area. Rick proposed forming a committee to review the proposal. The committee will be composed of Rick Musson, Chuck Kerridge and Dean Ebert.

**NEW AND MISCELLANEOUS BUSINESS:**

- a. Rick explained that the Airport Budget was basically the same as last year with a few minor adjustments. This budget will be submitted to the county. Each board member has a copy of the budget for reference. Rick reviewed each item of the budget with the Board members and accepted a motion to approve the budget as presented. Dean Ebert made a motion to accept the 2021 Airport Budget as presented. Chuck Kerridge seconded the motion.  
Roll Call: -Approved by all present.

- b. Each member of the Board has a copy of the Café Roof Repair Plan prepared by Lee Ann French (not Present). The proposed plan has the OK from the Building Inspector Gary Palmer (not present). The contractor, All Seasons Construction recommends an 8 inch slant roof with no pitch. This should not require a form 7460 to be submitted to the FAA. The contractor will submit a sketch and obtain a building permit. The Bid total is \$3800. The OAA has pledged \$1000, local donations of \$650 which leaves \$2200 outstanding. Rick is asking the Board to approve a maximum of \$2200 to secure the remainder of the cost. Chuck Kerridge made a motion to approve the request and John Challender seconded the motion.  
Roll Call: -Approved by all present.

**CITIZENS COMMENTS:**

- a. None

**BOARD MEMBER COMMENTS:**

- a. John Challender introduced Ron Spicer to the Airport Board. Ron will probably be John Challender's replacement on the Airport Board because John is not running for another term and Ron is running unopposed. Bob Ardelean will probably not be on the Airport Board after November also. Bob thanked everyone about the condolences in last months meeting for the passing of his wife. Chuck commented that the new sealing of the parking lot was great. Julie MacKay commented that the deck and the parking lot looks good.

**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**