



Owosso Community Airport

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Shiawassee Airport Board

Richard Musson, Chair—Shiawassee County
Chuck Kerridge, Vice —City of Corunna
Richard Ebert, Treasurer—City of Owosso
Ron Spicer—Caledonia Charter Township
Joy Archer —Owosso Charter Township
Julie MacKay—Airport Pilot Rep.
Garry Csapos, Secretary—Airport Manager

SHIAWASSEE AIRPORT BOARD

Regular Meeting of February 11, 2021
Airport Terminal

*****MINUTES*****

Approved March 11, 2021

ATTENDANCE:

Roll Call

Members Present

Richard Musson
Ron Spicer
Chuck Kerridge
Richard Ebert
Joy Archer
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 Dean Ebert supported by Ron Spicer.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of October 8, 2020 Meeting: Motion to approve by Chuck Kerridge supported by Dean Ebert.

Roll Call: - Approved by all present.

CITIZENS COMMENTS:

a. None.

COMMUNICATIONS:

a. Julie MacKay- Airport Pilot Rep.

Julie MacKay reported that there is a Private Pilot Ground School meeting on Monday nights at the terminal building. They have eight or more students. Julie is proposing a virtual Airport Day for her fourth grade class because with Covid-19 her students will have to remain in class. More details to come.

FINANCIAL REPORT:

Garry Csapos presented a condensed financial report for the previous three months. Because of Covid-19 concerns the Board meetings of November and December 2020 along with January 2021

were cancelled. The report for February 11th shows prepaid and unpaid bills of \$4,825.34. A report from the Shiawassee County Financial Administrator shows a cash Trial Balance of \$68,810.87 ending January 31st, 2021. The AvFuel credit balance ending December 31, 2020 was \$48,654.01. Total revenue deposited for the month of January was \$25,561.16.

Motion to accept the bills as presented by Dean Ebert supported by Ron Spicer.
Roll Call: - Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month January 2021 is 1,927.6. Total fuel sales so far for the year 2021 is the same 1,927.6 gallons. On Monday January 4th the annual SWPPP (Storm Water Pollution Prevention Plan) was completed on line and a confirmation has been received. Weekly and Quarterly reports have been recorded and are available for inspection. On Monday January 18th Airport Manager Garry Csapos and Airport Board Chairman Rick Musson along with some Board members attended a presentation by Mead & Hunt our airport engineer consultant. The presentation was an Obstruction Analysis Report regarding tree obstructions that will probably need to be removed. Stephanie Ward of Mead & Hunt (not present) is proposing another meeting on Friday February 26th at the terminal building along with a representative from Integrity Tree Service. Eugene Rench has volunteered to strengthen the airport WIFI and a Big Shout out goes to Rick Musson and Richard Sack for helping with snow removal on February 4th and 6th. Rick had a discussion with board members about issues regarding tree removal from the approach of runway 29.

UNFINISHED BUSINESS:

- a. None.

NEW AND MISCELLANEOUS BUSINESS:

- a. Rick Musson opened nominations for Airport Board Officers for year 2021. Dean Ebert nominated Rick Musson for Board Chairman. Dean Ebert nominated Chuck Kerridge for Board Vice Chairman and Chuck Kerridge nominated Dean Ebert for Treasurer. All nominations were accepted. Roll Call: -Approved by all present.
- b. Rick Musson read the fifteen airport documents for annual review and approval. There were no requests for changes in the documents for year 2021. Rick explained he would like flash drives for each board member so all board member will have digital copies of all airport documents. Chuck Kerridge made a motion that the fifteen airport documents be approved for year 2021. Ron Spicer supported the motion. Roll Call: -Approved by all present.

CITIZENS COMMENTS:

- a. Lee Ann French announced the tentative names and dates of events she would like to have in the coming year at the Café. Lee Ann also explained that the roof on the Café building has issues that will need to be addressed. Lee Ann discussed with the board these issues. Lee Ann also offered to split the cost to put risers over the septic system covers. The Café roof repair will be on the Agenda for the March meeting. Sheila Ralph added that contract price quotes are good for only three months because costs are going up.

BOARD MEMBER COMMENTS:

- a. Richard Ebert commented that it is good to be back in session again.
- b. Julie MacKay said she will continue to be the Airport Pilot Representative for 2021.

ADJOURN:

Motion to adjourn made by Chuck Kerridge and supported by all present.

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