



# 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 March 11, 2021  
Airport Terminal

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

**Approved April 8, 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: Julie MacKay.

### 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 February 11, 2021 Meeting: Motion to approve by Dean Ebert supported by Joy Archer.

Roll Call: - Approved by all present.

### CITIZENS COMMENTS:

a. None.

### COMMUNICATIONS:

a. Julie MacKay- Airport Pilot Rep.

Julie MacKay (not Present) reported the ground school and the Café are going well.

### FINANCIAL REPORT:

Garry Csapos presented the report showing prepaid and unpaid bills of \$2,782.14. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$62,727.38 in TCF and \$64,480.69 in Chase ending February 28th, 2021. The AvFuel credit balance ending February 28th, 2021 was \$46,972.64. Total revenue deposited for the month of February was \$25,875.72.

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 February 2021 is 1,082.6 gallons. Total fuel sales so far for the year 2021 is 3,010.2 gallons. On Thursday February 18<sup>th</sup> the airport received an e-mail copy of the draft Master Plan for the City of Owosso. Hard copies of this plan are available on request. Contact Amy Fuller at the City of Owosso. On Tuesday February 23<sup>rd</sup> the airport received the (Administrative Consent Order Termination Notice) ACO-05542 from EGLE. On Wednesday February 24<sup>th</sup> Airport Manager Garry Csapos and Maintenance Chief Doug Haskins took water samples at the four sample sites after a snow melt to comply with the Storm Water Pollution Prevention Plan. On Friday February 26<sup>th</sup> the airport manager, board chairman and board member Ron Spicer met with Stephanie Ward of Mead & Hunt and representatives of Integrity Tree Service to discuss how to proceed with a tree removal strategy for the airport approaches. Also on Friday the fuel system was temporarily shut down because of a nation wide glitch in the AvFuel credit payment system. A new hangar renter had a trailer hitch stolen from his truck and filed a police report.

**UNFINISHED BUSINESS:**

- a. Rick Musson reported that last September the board approved \$2,200 to spend on repairing the Café roof. Rick and Chuck Kerridge discussed having the airport pay for the \$2,8050 roof repair costs which left the Lee Ann with more money to put toward other needed repairs. Chuck Kerridge made a motion for the airport to pay for the roof repair and support by Ron Spicer. Roll Call: -Approved by all present.

**NEW AND MISCELLANEOUS BUSINESS:**

- a. Rick Musson requested approval of the Transfer Agreement for year 2017 Entitlements which will soon expire. The waived amount will be made available to Antrim County Airport. Motion to approve and sign the transfer was made by Ron Spicer and support was made by Dean Ebert. Roll Call: -Approved by all present.
- b. Stephanie Ward of Mead & Hunt outlined their proposal for tree obstruction removal at the airport. Each board member was issued a written copy of the proposal. Mead & Hunt will coordinate with Integrity Tree Service to provide Preliminary engineering and planning services. They will also draft a notification letter to each existing easement property owner. Integrity will use the associated LiDAR study information to develop a GIS database to identify trees that are subject to the removal process. Representatives of Integrity and Mead & Hunt will meet with the property owners. After a lengthy discussion of the scope of services and compensation Mead & Hunt would like an authorization to proceed. Joy Archer made a motion to approve the preliminary planning and engineering to support the removal of tree obstructions to runway 29 and 11 proposal made by Mead & Hunt and the chairman to sign the contract. Support for this motion was made by Chuck Kerridge. Roll Call: -Approved by all present.

**CITIZENS COMMENTS:**

- a. Lee Ann French announced the candy drop event sponsored by the Café is scheduled for Saturday April 10<sup>th</sup>. They have secured a pilot and they have a security plan.

**BOARD MEMBER COMMENTS:**

- a. None.

**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**