



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 April 8, 2021
Airport Terminal

*****MINUTES*****

Approved May 13, 2021

ATTENDANCE:

Roll Call

Members Present

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

Members Absent: Julie MacKay, Joy Archer

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 March 11, 2021 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.
No report.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$5,587.59. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$62,315.61 in TCF and \$64,332.44 in Chase ending March 31th, 2021. The AvFuel credit balance ending February 28th, 2021 was \$46,972.64. The March 31st credit balance is not available yet. Total revenue deposited for the month of March was \$6,493.91.

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 March 2021 is 2357.6 gallons. Total fuel sales so far for the year 2021 is 5367.8 gallons. A letter sent to airport employees about participating in the work share program again was a mistake. On Wednesday March 31st Michael Carnarvon of MDOT Aeronautics completed the airport inspection that was scheduled for last summer. This inspection is usually done every three years but because of the pandemic it was delayed. The airport will receive an inspection report in a couple of weeks. The candy drop event sponsored by the CAFÉ and scheduled for Saturday April 10th has been rescheduled for April 17th. Rick Musson added that the funding the airport will receive through the Federal Covid relief system is in the works and is expected to be around \$13,000.00.

UNFINISHED BUSINESS:

- a. Stephanie Ward of Mead & Hunt passed out an outline of her presentation to all board members and attendees. She also had visual graphics of air Photos and diagrams for all to see. Stephanie reported that the airport has tree obstructions at many of the approaches. Because these obstructions penetrate State Licensing standards we expect to receive a provisional license letter which essentially freezes Federal funds for any project except those that correct the issues for licensure. We have 90 days to respond to MDOT with an action plan. The obstructions for runway 24 are on an existing easement parcel but have to be addressed with local funds. Easements in the Runway 29 Approach have been previously cleared with Federal funds and are eligible for federal funding. If federal funds are used then the airport should undertake a project that addresses all impacts of the PAPI, State Licensing and FAR Part 77. For the Runway 11 approach it has been determined that some trees were cut on the large parcel to the west near the river in the past using federal funds. We requested that MDOT consider that very limited trees were removed so federal funds may be used to address that area. This also addresses State licensing standards. Some of that area is identified as wetlands and may require specific measures. Federal funds were used to prune trees in the easements between the two airport owned areas along Bullard Street. Any new cutting or pruning there will have to be at the airports expense. If we baffle the PAPI on the 11 approach we can cut out some of the areas where trees will be an issue. There are some trees that are an issue across the river on a City of Owosso parcel and may not require an easement. Stephanie presented the board with copies of the FY-2021-2025 Capital Improvement Program (CIP) which addresses the issues previously discussed. Stephanie discussed with the board strategies for both the federal and local funding portions required for these projects. She also discussed a time table for acting on those projects. Stephanie explained that if the airport could find a better deal on the local clearing this would reduce the airports costs. Or the airport could consider up to a \$100,000 loan from MDOT with 10 years to pay it back. After further board discussion Rick Musson asked for a motion to move forward with the 2021 project. Ron Spicer made a motion to move forward with the 2021 tree obstruction removal project as presented by Stephanie Ward of Mead & Hunt. Chuck Kerridge supported the motion.

Roll Call: -Approved by all present.

NEW AND MISCELLANEOUS BUSINESS: a. None.

CITIZENS COMMENTS: a. None.

BOARD MEMBER COMMENTS:

- a. Chuck Kerridge commented that Tony's Tree service is no longer available to help us.

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**