



# 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 December 9, 2021  
Airport Terminal

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

Approved January 13, 2022

### 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: Rick Musson resigned

### APPROVAL OF AGENDA: Chuck Kerridge added two items to the agenda.

- e. Appointment of a new authorized signatory.
  - f. Appointment of a new representative to the River Trail Committee.
- Motion to approve agenda by Joy Archer supported by Ron Spicer.  
Roll Call: - Approved by all present.

### APPROVAL OF MINUTES:

Minutes of October 14, 2021 Meeting: Motion to approve by Ron Spicer supported by Dean Ebert.  
Roll Call: - Approved by all present.

### CITIZENS COMMENTS:

- a. Chris Beldyga representing Great Lakes STOL (Short Take-Off and Landing) LLC informed the Board that they would like to team up with the National STOL series and sponsor a national event. After searching other airports they concluded that the Owosso Airport would be there best option. They are looking for the weekend before or after Oshkosh. They want to proceed with the National STOL Series but need the approval from the airport before it could possibly work. This competition was a success at Chesaning Airport last year but a larger event would require a larger airport and more support facilities such as camping space, hotels etc. They would like to use runway 6/24. After a brief discussion the board agreed to put the issue on the agenda for the January meeting and would be prepared to act on it.

### COMMUNICATIONS:

- a. Julie MacKay- Airport Pilot Rep. No report.

## **FINANCIAL REPORT:**

Because the meeting for November was cancelled Garry Csapos presented the financial report for the months of November and December. The prepaid and unpaid bills for November is \$3,506.59 and December is \$3,307.57. The Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$24,325.72 in Horizon and \$73,141.02 in Chase ending 10/31/2021 for November and a pooled cash of \$19,507.35 in Horizon and \$73,141.02 in Chase ending 11/30/2021 for December. The AvFuel credit balance ending 9/30/2021 was not available. The AvFuel credit balance for 10/31/2021 was \$46,263.19. Total revenue deposited for the month of October 2021 was \$6,291.00 and for the month of November was \$2,000.00. Motion to accept the financial report as presented by Dean Ebert and supported by Joy Archer. Roll Call: -Approved by all present.

## **MANAGERS REPORT:**

Garry Csapos reported that fuel sales for the month October 2021 is 3,136.6 gallons and for November is 2,036 gallons. Total fuel sales so far for the year 2021 is 35,271 gallons. On Monday October 18<sup>th</sup> Board Chairman Rick Musson, Board member Ron Spicer and Airport Manager Garry Csapos traveled to Mead & Hunt to meet with their staff to discuss options regarding the obstruction removal project. It was decided that the best strategy was to divide the project into two phases starting with the east end. Also on Monday Eugene Rench conducted a training session on Drone data collection and mapping with State of Michigan MDOT part 107 licensed drone operators. On Thursday October 28<sup>th</sup> Julie Sorenson, Shiawassee County Treasurer had \$84.00 in unclaimed funds deposited into our account. This was from a mistake made by Fifth Third Bank back in 2017. On Saturday October 30<sup>th</sup> Richard Sack hosted a training session with Owosso Township fire and rescue personnel regarding rescue from a downed aircraft. On Thursday November 4<sup>th</sup> airport personal had the annual (ZOOM) MAP meeting with MDOT Aeronautics. On Saturday November 20<sup>th</sup> the Crosswinds Café hosted its annual Pac-A-Plane event. On Sunday November 21<sup>st</sup> the airport's fuel system broke down. On Wednesday morning November 24<sup>th</sup> Leak Petroleum Equipment Inc. got it back up and running. A preconstruction meeting for the RWY 29 approach clearing project is scheduled for Thursday December 16<sup>th</sup> at 10:00 am. Steve Richard Lund passed away on Thanksgiving day. Steve was a great pilot, an excellent builder and a good person. We will miss not seeing him fly his beautiful Hatz biplane. Scott Anttila contacted the airport to propose holding the 2022 Great Lakes STOL competition at our airport in August of 2022.

## **UNFINISHED BUSINESS:**

- a. None.

## **NEW AND MISCELLANEOUS BUSINESS:**

- a. Ron Spicer outlined the Runway 29 Obstruction Removal Contract between MDOT and the Shiawassee Airport Board. Treeworks is the selected contractor. The Federal share is \$299,685.00, the MDOT share is \$13,969.00 and the Sponsor's share is \$13,969.00. The total estimated project cost is \$327,623.00. Chuck Kerridge asked for a motion to approve Federal Project Contract No. B-26-0075-2820. Ron Spicer made a motion to approve the contract and it was supported by Dean Ebert. Roll Call: -Approved by all present.
- b. Chuck Kerridge asked for a motion to approve the Sponsor's Contract No. 2022-0275. Ron Spicer made a motion to approve the contract and Joy Archer supported the motion. Roll Call: -Approved by all present.
- c. Ron Spicer explained the agreement of the contract between Mead & Hunt and the Airport Board for the Administration of the Runway Approach Clearing Phase 1 – Runway 29 project. Chuck Kerridge asked for a motion to approve Mead & Hunt Project No.: 4437700-210879.03 Amendment #1. Ron Spicer made a motion to approve the contract and Dean Ebert supported the motion. Roll Call: -Approved by all present.
- d. Ron Spicer explained the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) which is the second round of relief funding for airports. He explained the invoices needed to apply for the grant. Chuck Kerridge asked for a motion to approve the CRRSAA Grant No. 3-26-SBGP-130-2021. Ron Spicer made a motion to approve the grant and Joy Archer supported the motion. Roll Call: -Approved by all present.
- e. Ron Spicer explained that he is willing to act as authorized signatory for the Shiawassee Airport Board. Chuck Kerridge asked for a motion to make Ron Spicer the new signatory for the Airport Board. Ron Spicer made a motion the he will be the new signatory and Dean Ebert supported the motion. Roll Call: -Approved by all present.

- f. **Chuck Kerridge explained the he is willing to take Rick Musson's place as the Airport's Representative to the Shiawassee Trail Joint Powers Committee (STJPC). Ron Made a motion that Chuck Kerridge be the next STJPC representative for the airport and Joy Archer supported the motion. Roll Call: -Approved by all present.**

**CITIZENS COMMENTS:**

- a. **Doug Haskins acting as a representative for National Disaster Service LLC talked about the need for Germicidal Ultraviolet Portable Area Sanitizers during the coronavirus pandemic. Doug had used one of the sanitizers to clear the terminal building lobby of germs and viruses before the meeting. These units are made by a company called Sanidyne. He urged the Board members inform their municipalities to consider the usefulness of these devices.**

**BOARD MEMBER COMMENTS:**

- a. **Dean Ebert expressed his concern about Pam Musson, Rick Musson's wife and was sad about Rick's decision to leave the Airport Board. He commended Julie MacKay's willingness to step up and take Ricks place as the Shiawassee Counties Representative. Chuck Kerridge said that both He and Ron Spicer have reached out to the county in support of Julie MacKay to be their next representative. The county will decide who that will be next week. Ron Spicer said that he will receive an e-mail as soon as Shiawasse County makes that decision and he will e-mail all of the board members to let them know. Chuck Kerridge asked Julie MacKay that if she is selected as the Shiawassee County representative to the airport board does she have any recommendation for her replacement as the pilot representative. Julie replied she appreciated all of the support she has received and does have some replacements in mind for her position. She also said we should do something for Rick for all of the years Rick has served on the airport board and something for Pam. Doug Haskins discussed options to show appreciation for Rick's service.**

**ADJOURN: Motion to adjourn made by Ron Spicer and supported by all present.**

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