



Owosso Community Airport

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Shiawassee Airport Board
Chuck Kerridge, Chair — City of Corunna
Ron Spicer, Vice — Caledonia Township
Joy Archer, Treasurer — Owosso Township
Julie MacKay — Shiawassee County
Richard (Dean) Ebert — City of Owosso
Mona Lisa McLaughlin — Airport Pilot Rep.
Garry Csapos, Secretary — Airport Manager

SHIAWASSEE AIRPORT BOARD

Regular Meeting of March 10, 2022
Airport Terminal

MINUTES

Approved April 14th, 2022

ATTENDANCE:

Roll Call

Members Present

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

Members Absent: Joy Archer

APPROVAL OF AGENDA:

Motion to approve agenda by Ron Spicer supported by Dean Ebert.
Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of February 10, 2022 Meeting: Motion to approve by Ron Spicer supported by Joy Archer.
Roll Call: - Approved by all present.

CITIZENS COMMENTS:

a. None.

COMMUNICATIONS:

a. Mona Lisa McLaughlin- Airport Pilot Rep.
Mona Lisa reported that she will be starting an Aviation ground school. It will be Saturday mornings April 2nd through May 21st of 2022. She is expecting 10 to 12 people.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$2,498.67 for March 10th, 2022. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$67,478.91 in Horizon and \$73,141.02 in Chase ending February 28th, 2022. The AvFuel credit balance ending January 31th, 2022 was \$48,348.93. The February 2022 credit balance is not available yet. Total revenue deposited for the month of February 2022 was \$25,427.40. Motion to accept the financial report as presented by Dean Ebert and supported by Ron Spicer. Roll Call: -Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month February 2022 is 997 gallons. Total fuel sales for the year 2022 so far is 2030 gallons. Betsy Steudle of MDOT Aeronautics advised in a March 1st, 2022 e-mail that they have reviewed the current CIP (Capital Improvement Plan) on file and everything is current and no changes are required. This was due by March 11th, 2022. This needed to be on file to be eligible for the BIL (Bipartisan Infrastructure Law). On March 3rd, 2022 we received an e-mail from MDOT Aeronautics that the FAA has approved the CSPP (Construction Safety Phasing Plan) for the Runway 11 & 29 Approach Clearing Project. Ron Spicer commented that approach clearing contractors will be finishing up phase 1 of the project with seeding and cleanup in April. Ron said he will get with Mead & Hunt for more questions about the project and it was going smoothly. Julie MacKay asked about the home owners and Ron said they were Ok so far.

UNFINISHED BUSINESS:

- a. All Board members received a copy of the estimate for the drive improvement to the Huron Avionics Hangar. Eric Hazel of Asphalt MD said he could get started pretty quick. We may need to wait until the frost comes out of the ground. We will need to clear 4" of existing topsoil for installation of drive aggregate. This allows for the additional parking space in front of the Huron Avionics hangar and an area for the dumpster. It is 25 cents per square foot to take the top soil out and 75 cents per square foot to install crushed asphalt four inches thick and compact with an asphalt roller. Randy Weller commented that they need space to park their cars. Eric asked if 5 to 6 parking spots is enough and Randy agreed. Finding a place for the top soil should not be a problem. Total cost of the project is \$3,650.00. After more discussion Ron Spicer made a motion that we accept this bid as explained and Julie MacKay supported the motion. Roll Call: - Approved by all present.

NEW AND MISCELLANEOUS BUSINESS:

- a. Ron Spicer reviewed the projects for 2022. One of the decisions to be made was whether or not to opted in the newest available grant money and if we chanced anything we had to have that change in the MDOT Aero system as well as the plan some time this month. Every thing had to be in to qualify. We didn't have any other projects other than what was in the system through the year 2025. We let MDOT Aero know that for this year we were not going to change anything or add anything. We have a couple good projects including the fence project in our plan. The state wasn't sure if they could get matching funding. We would be committing to something with the cost unknown. So for the rest of this year we are good. We will be managing this with MDOT Aero. Ron reported that right now we are not going to take on anything new projects but there is funding out there and this is a five year grant and we need to be looking for what else we would like to get done. We looked into the Airport Terminal Program. This was to upgrade airport facilities and improve access for passengers with disabilities. The description was pretty broad. This could include widening the doors and a ramp from the parking lot. Mona Lisa asked about getting an airport car. A lot of people plan there cross country flights with the accessibility of having a vehicle when they fly in to go and do something. Ron said I don't know if it qualifies but we could look into it. It would be to enhance the business side of the airport. Chuck Kerridge said that the fence project would be a large project it could be the day, should we put the fence in? Ron mentioned that the state has already bumped some projects because the state has not received its normal funding yet. Some projects have been moved to 2024 from 2023. Chuck Kerridge who replaced Rick Musson on the River Trail Committee said they paid for the survey along the river that was done by Landmark Surveying. This was for the airport to deed them the access for the trail to be turned over to the Trail Committee. It benefits the airport if we have to put the fence in because it shows where the fence would have to go. This survey did not cost the airport. This will come back to the airport to approve to the easement to the Trail Committee so they can fix up the trail. The Trail Committee did this survey so the airport didn't have to and the airport will benefit if they have to put the fence in. The survey done by Landmark Surveying was available for board members to review. Dean Ebert mentioned that the fence was a big priority with MDOT after 911 for security reasons is not so important now. Ron said it is one of the projects moved to the year 2024. Chuck commented that the height of the fence was also reduced. We may never have to it.

CITIZENS COMMENTS:

- a. None.

BOARD MEMBER COMMENTS:

- a. Garry Csapos commented that John Orme who is a local pilot, Lt. in the CAP and a Registered Nurse volunteered and will be traveling to Poland and helping with the refugee crisis created by the War in Ukraine.

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**