



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 April 14, 2022
Airport Terminal

MINUTES

Approved May 12th, 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: Julie MacKay

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 March 10, 2022 Meeting: Motion to approve by Dean Ebert supported by Ron Spicer.
Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. Randy Weller of Huron Avionics said that he feels very welcome here and thanked the airport board for the drive improvement. He thought there is a little bit more to do with it. Chuck Kerridge reminded everyone that Asphalt MD would get back with the airport to resolve any issues.

COMMUNICATIONS:

- a. Mona Lisa McLaughlin- Airport Pilot Rep.
Mona Lisa reported that there are 23 students with five new students at the Winds Air ground school.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$16,693.19 for April 14th, 2022. Ron Spicer reported that both he and Garry Csapos met with representatives of Jacob Insurance to discuss the terms of the airport's property coverage. There is a just under \$2,000.00 increase in the cost. The total cost of the Insurance premium is \$10,612.00. A letter the airport received from Jacobs Insurance stated that the drastic increase in materials and

reconstruction costs means property insurance limits have to be scrutinized. We also opened the electrical vault and showed them the inside. This was listed as a concrete storage building. We wanted to make sure that this was covered. There is a blanket limit of \$3,170,175.00 that covers all of the structures. Should costs go up if there was a total loss of a building you can use the entire bucket of money to replace that building. The board had a lengthy discussion concerning the drive improvement project to the Huron Avionics Hangar. Doug Haskins inserted that we had him put in writing that he would come and repair any issue. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$74,107.85 in Horizon and \$73,141.02 in Chase ending March 31th, 2022. The AvFuel credit balance ending February 28th, 2022 was \$44,095.12. The March 2022 credit balance is not available yet. Total revenue deposited for the month of March 2022 was \$13,343.70. Ron Spicer added that payment to Asphalt MD contingent on resolution of any issues needed after the job was finished. Motion to withhold payment to Asphalt MD on contingent of any issues and e-mail the OK to board members. Support for the motion by Joy Archer. Roll Call: -Approved by all members present. Motion to accept the full financial report of \$16,693.19 as presented by Ron Spicer and supported by Dean Ebert. Roll Call: -Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month March 2022 is 2,132 gallons. Total fuel sales for the year 2022 so far is 4,162 gallons. On Wednesday March 16th, 2022 the fuel system broke down. We called Leak Petroleum and they checked out the system and fixed it. On Wednesday Board Member Ron Spicer and Airport Manager Garry Csapos met with representatives of Mead and Hunt and discussed the 2nd Phase of the Approach Clearing Project. The second phase is the runway 11 approach at the east end of the airport. We discussed the time table and the cost to the airport. On Thursday March 31st, 2022 Mike Soper inspected the AWOS and it checked out OK. On Monday April 11th Asphalt MD started rehabilitation on the drive to the Huron Avionics Hangar. They finished the job on Tuesday April 12th.

UNFINISHED BUSINESS:

- a. Board member Ron Spicer and Airport Manager Garry Csapos gave an update on the 2nd Phase of the Approach Clearing Project. Ron Spicer and Garry Csapos met with Mead and Hunt March 30th. The west end is actually in three pieces. One piece is related to our Provisional Airport License. We have to show progress in taking care of those obstructions. Because that was taken care of in the past with FAA funds that quote is \$100,000. This is our responsibility. Our report card from MDOT shows us not compliant. Garry replied that he responded to the e-mail from MDOT showing some progress which was the completion of phase I the east end. The second piece is related to the PAPI project. The quote for that comes in at \$40,000.00. This also is our responsibility so the total out of pocket is estimated at \$140,000.00. These numbers are using a federally licensed tree firm. Stephanie Ward from Mead & Hunt will be attending our May meeting we will cover this in greater detail. As a board we will have to make a decision on how we will approach this. Mead and Hunt's suggestion is that we manage it locally. We have all of the construction data to find the trees are an issue. Ron read from the two reports detailing trees to be pruned or removed. What We need to do is find out our responsibility and our amount of effort to manage it locally so when Stephanie comes to the next meeting we all can discuss with them what we might do. We may be able to delay the \$100,00.00 one to next year. Garry Csapos and Jason Morford discussed the importance of solving the PAPI issue because this allows aircraft to land during bad weather at night. Jason commented that it restricts landing at night with only one of three approaches can be done at night when the weather is lower. We will have a pre-contract meeting earlier in the day of the next board meeting. We hope to do the smaller project first. We are looking at the possibility of a ten year loan from Aeronautics for the \$100,000.00 project. The board discussed several possible options that might help us work through these issues.

NEW AND MISCELLANEOUS BUSINESS:

- a. Matt Stevens asked if the airport might be able to help Winds Air with the parking area next to their hangar. With more people attending ground school parking is a concern. Each board member received a diagram of the improvement asked for. This includes drain tile and filling an area approximately 65' x 24'. The project would not exceed \$2,200.00. Doug Haskins explained that snow removal has dug out the ditch and cars are bottoming out when they park. Doug

explained the details of the area to be graded and filled with crushed asphalt over drain tile. Doug listed the items needed to be purchased. All the labor would be volunteers. Both Ron Spicer and Chuck Kerridge commented the schedule 40 PVC would not hold up if vehicles drove over it. They recommended Schedule 80 or Black corrugated tile. After more board discussion Ron Spicer made a motion that we support construction costs not to exceed \$2,200.00. Joy Archer supported the motion. Roll Call: -Approved by all present.

- b. Lee Ann French asked if instead of she could install some crushed stone on the south and east side of the café. This would keep customers from getting their feet wet from the dew when walking to the picnic tables. The crushed stone will be rolled and is cheaper than concrete. The cost will be picked up by the Café. Chuck Kerridge said this was approved before for concrete so no need to have a vote on this. Ron Spicer asked if there is a FAA requirement for that type of material close to the ramp. Chuck asked if Lee Ann could provide a sketch of the plan we can show to our engineer. We will ask our consulting engineer at our next meeting.

CITIZENS COMMENTS:

- a. Jason Morford wanted to bring up to the board that Taxi Street #4 was put in on 2002 or 2003. When it was put in there was a concern that the asphalt was too high in front of the T-hangars. This was brought up to the engineer at the time but he said it is fine. The problem is that it has continually heaved up over time and is now sloped up and the down to the drain. The problem is that every time it rains it fills the T-hangars with water. All of the T-hangars have had water issues since day one and it gets worse over time. Garry Csapos explained that section of taxiway does appear on the airport's 2020 Pavement Management Report. It is classified as yellow meaning need of major rehabilitation. Jason commented said that the partners in the T-hangars said that something should be done because of the water and humidity. Jason said he brought it up to the board so the next time we meet with our engineer they need to know it is not just the condition of the surface but also it is flooding the hangars. The ideal fix would be to slope it toward the drain. Chuck asked Doug if he knows where does it go. Doug explained that our whole drain system is a mess. The board members and guests discussed the problems with the drains.
- b. Doug Haskins commented the wind circle was supposed to be replaced a couple of years ago. It got shelved. It is really falling apart. He has a great idea that we use the wood working class at the local schools. We provide the materials and they could build the markers. It could be a project that they could get excited about. Lee Ann commented that she would provide the volunteers with lunch if they helped. Doug said he has the contact information for the shop teacher. Chuck commented that the shop teacher is now making some flower boxes for the park. Doug also reported that there is no more Civil Air Patrol here at the airport. The Squadron has moved on to another location. Doug estimated that based on the rates we are charging now that the storage of the tow plane and gliders amounted to about \$50,000.00 for the ten years that they were here. On behalf of the CAP he wanted to thank the airport for that. The Cap did fly over 2000 cadets for orientation rides and glider operations. Doug also reported that the wing deck that we use to mow the grass with is pretty busted up. Doug thinks we can patch it up by welding it. We could by used ones or new ones. After more board discussion Chuck Kerridge said let's look into getting us a new one. Ron Spicer said for Doug to get three quotes for the next month's meeting. Doug also said he was going to talk our AvFuel Rep. as you know our fuel system is old to see if AvFuel can assist us in getting a new fuel system out here.

BOARD MEMBER COMMENTS:

- a. Ron Spicer said he has one last thing. This is directed to the board. This is in reference to an issue Huron Avionics is dealing with in getting in the 911 data base. Ron would like to make a motion for at least \$50.00 for a street sign and a post so they can have a clear address for 911 service. Joy Archer supported the motion. Roll Call: -Approved by all present.

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**