



Owosso Community Airport

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Shiawassee Airport Board

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

SHIAWASSEE AIRPORT BOARD

Regular Meeting of May 12, 2022
Airport Terminal

MINUTES

Approved July 14, 2022

ATTENDANCE:

Roll Call

Members Present

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

Members Absent: Dean Ebert will be late.

APPROVAL OF AGENDA:

Motion to approve agenda by Ron Spicer supported by Julie MacKay.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of April 14, 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 commented that one of her ground school students may be able to get a crew car through Young Olds. She also suggested the airport should possibly get a face book page

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$7,268.60 for April. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$56,729.40 in Horizon and \$73,141.02 in Chase ending April 30th, 2022. The AvFuel credit balance ending March 31th, 2022 was \$38,954.90. The April credit balance is not available yet. Total revenue deposited for the month of April 2022 was \$5,967.00. Motion to accept the financial report as presented by Ron Spicer and supported by Joy Archer. Roll Call: -Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month April 2022 is 1,718 gallons. Total fuel sales so far for the year 2022 is 5880 gallons. On Monday April 18th Tom Smith of MDOT marked where the cables of the AWOS are so digging a drain from the Huron Avionics ramp to the main drain can be done. On Thursday April 21st 2022 Asphalt MD came back and added some material and strengthened the drive to the Huron Avionics Hangar. Later that day an e-mail vote of board members approved payment to Asphalt MD for services. On Saturday April 23rd 2022 the candy drop sponsored the Café was held and it was well attended. On Tuesday April 26th Jackson Trucking delivered the crushed asphalt to the Winds Air hangar. Later that day a group of volunteers leveled it. On Thursday April 28th 2022 Invisalink dropped by the airport and tested the signal strength for their internet system. Angel on Fire Welding finished repairing the mower deck on Wednesday May 4th. Garry reported that Invisalink never got back with us. Ron Spicer reported that he will try and get ahold of them, he got a good signal and was supposed see if they could focus in and get a faster speed. The pricing of the service never showed up either. Doug Haskins requested three quotes for a new mower deck and never got any quotes back. Doug also reported that because power already exists there Consumers Power will not run a power line to a wifi antenna on the rotating beacon.

UNFINISHED BUSINESS:

- a. Ron Spicer gave an update on the Phase II Approach Obstruction project. Originally Stephanie Ward was supposed to be attending today's meeting but we rescheduled that for June 9th because she will be on vacation this week. The pre-bid meeting is also June 9th before our board meeting. She will be attending both meetings. We received an e-mail from Betsy of MDOT Aeronautics requesting an update of the west end. The FAA has changed the way funding is distributed. Ron decided to contact Mead & Hunt and have them make that up for us. We will edit it then send it to Betsy at MDOT Aeronautics. And then Ron approved an invoice for MDOT to pay for services to Mead & Hunt for the East end of the Obstruction Removal Project. A reminder that Mead & Hunt suggested that we split the project on the west end into two parts. Stephanie will explain that during our June meeting.

NEW AND MISCELLANEOUS BUSINESS:

- a. Robert Ching of Aura Aviation was hoping to extend their contract to the SASCON hangar. They are requesting for a three or five year lease for the hangar. They would like to lease the whole area instead of just the space for the two Air Tractors for an extra \$50.00 per month. Sometimes they store totes and other equipment in there which takes up more space than the two airplanes. They would also like for someone to fix the back end of the building to keep the raccoons out. Chuck Kerridge asked for a proposal in writing. Ron Spicer asked for more specifics and that three to five years shouldn't be a problem. Keeping the Bonanza airplane in the back would not be a problem. Garry Csapos commented that the current yearly lease agreement that Aura Aviation has expires June 30th so a new agreement could start July 1st. We could review the proposal at the June meeting and it would be ready by July 1st. Chuck Kerridge asked for procedures for handling chemicals. Doug Haskins discussed options to keep out the raccoons.
- b. Willow McLaughlin explained the Girl Scout Gold award project she is proposing. The plan is to make a monument out of the old rotating beacon that was saved when the new one was erected. She showed the board a diagram of her proposal. The beacon would be placed on a concrete pedestal by the sidewalk northwest of the terminal building. There could be plaques on each side of the pedestal. Maybe some benches near it. They could be playground benches. They are about \$355.00 each. Ron Spicer suggested that we could accomplish the project in steps. The majority of the project has to be done by mid-September. The beacon would have a solar light inside it. She discussed with board member different fund raising ideas and the location near the terminal building. Ron Spicer made a motion that the airport move forward and work with Willow on the beacon monument project. Julie MacKay supported the motion. Roll Call: -Approved by all present. Dean Ebert has arrived and participated in the vote.
- c. Damien Frasier was present to present his business plan and improvement project for Hangar #110 Taxi Street #2. He gave each board member an aerial photo of his hangar with diagrams of the improvements he is planning. These include the approach, parking area, sidewalk, water service, septic field and telephone cable. Damien explained the City of Owosso will not need an easement for water service and Caledonia Township was ok with the septic system. He has space for an aircraft mechanic and avionics guy who will be rebuilding one plane at a time in the

hangar. He would also like to fix with concrete the intersection where the road crosses the taxiway and the approaches two other hangars meet. The pavement is broken up there and he has to taxi over it. Damien said he could have the concrete base for the beacon memorial project done at the same time he plans to do his concrete work for his hangar. Ron Spicer asked if he will have all of the licensing and certification for his operation. He will apply for a commercial operator permit from the airport. Ron asked about the telephone service he wants and how that is working out. Frontier is the only one that can service the airport. Ron and Damien had a discussion about the different communication services available. Ron said we have had some preliminary discussions with MDOT and have some concerns with the construction plans. The board discussed the plan. Ron said that he has to prove to MDOT that you are an aeronautic related business. The board discussed this issue and Ron said he will get with MDOT to get their opinion on this. Chuck said we will table this until we get clarification on this issue.

CITIZENS COMMENTS:

- a. Lee Ann French would like to have the camping event on the 27th of August. Since the STOL event on that weekend will not be a national event but a state event there should be enough space to hold both. Garry Csapos explained that that we need a Temporary Activity Permit filled out for this event. Lee Ann explained that next year they will have more help for the candy drop. Chuck Kerridge said the board is good with it. Lee Ann went on to say she would like to set up a tent by the Café for customers. Each board member has a diagram where the septic system is located. Lee Ann explained that she wants to put tent on the east side of the café and it will not interfere with the drain system. After discussion with board members she explained that she wants to put the tent where the picnic tables are now located so that it is a cover over them. This will be seasonal and will only be up for a few months. Doug Haskins expressed concern about the tent if there were extreme winds that could break the tent loose. Doug suggested that because it will be near the ramp she should have a plan of action to pull down or secure the tent if there was a storm coming. After more board discussion Ron Spicer made a motion to approve the installation of the tent with the exception that she provide an emergency storm related plan. Julie MacKay supported the motion. Roll Call: -Approved by all present.
- b. Mona Lisa McLaughlin mentioned issues about the dumpster. Lee Ann commented that someone put a mattress in the dumpster. The board members had a discussion about people outside of the airport have discovered the dumpster and are putting things in it during the night. Lee Ann explained that both the café and the airport are saving cardboard boxes for a box recycler who picks them up every Friday. The board discussed options such as a deer cam to find out who is dumping things in the airport dumpster.

BOARD MEMBER COMMENTS:

- a. Ron Spicer commented that MDOT suggested that we get a draft lease from the tenant for them to review. This is referring to improvement project for Hangar #110 Taxi Street #2. His question. Is the information that was provided by Damien to the airport for this project an accommodation for a draft lease. Damien said maybe it would be easier that he talk to MDOT.

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**