



Owosso Community Airport

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Shiawassee Airport Board

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

SHIAWASSEE AIRPORT BOARD

Regular Meeting of April 13, 2023
Airport Terminal

MINUTES

Approved May 11th, 2023

ATTENDANCE:

Roll Call

Members Present

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

Members Absent: Becky Smith.

APPROVAL OF AGENDA:

Motion to approve agenda by Joy Archer supported by Julie MacKay.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of March 16, 2023 Meeting: Motion to approve by Dean Ebert supported by Julie MacKay.

Roll Call: - Approved by all present.

CITIZENS COMMENTS:

a. Lee Ann French commented it is a beautiful day.

COMMUNICATIONS:

a. Mona Lisa McLaughlin- Airport Pilot Rep.
None.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$17,027.66 for April 2023. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$79,686.35 in Horizon and \$73,141.02 in Chase ending March 31st, 2023. The AvFuel credit balance ending February 28th, 2023 was \$56,901.13. The March credit balance is not available yet. Total revenue deposited for the month of March 2023 was \$8,713.00. 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 March 2023 is 1,568 gallons. Total fuel sales so far for the year 2023 is 4440 gallons. On Monday March 27th the telephone service in the terminal building was down. Frontier was here Tuesday morning and fixed the problem. On Tuesday March 28th, 2023 a flight instructor from Winds Air informed the airport that a car was driving down Taxi Street 4 while he was taxiing his aircraft. They came too close. We could put up a sign indicating no through traffic. On Friday March 31st airport manager Garry Csapos met with public safety officials from Memorial Hospital and discussed the security plan for the April 22nd fund raising event that will be held at Hangar #300 taxi street 10. The 2023 Michigan Sectional Charts are available at the terminal building and they are free. We have the municipal license plates on the courtesy van. After the last rain storm we found a new hole in the ground near the southeast end of the ramp. Ron Spicer opened a discussion about the condition of the drains around the airport. Ron asked if we should get with Stephanie of Mead & Hunt and propose a project using the Airport Improvement Program. Rick Musson said that it would be a good idea so we could get some kind of funding for the drains. Garry Csapos commented that the new hole found will get bigger over time. Rick said that the drains are made of concrete and are forty years old. Board members exchanged ideas on fixing the drains. Lee Ann French recommended we get with JJ's Excavating & Tree Service.

UNFINISHED BUSINESS:

- a. Ron Spicer opened a discussion on the Courtesy Car Use Policy. Garry Csapos referred to the Mason County Airport use policy which each board member had a copy of in their packet. He thought it was a good example of a use policy which included a copy of the form to be filled out by the user. Mona Lisa commented that the Iosco County Airport had a good use policy for courtesy cars. Dean Ebert and Julie MacKay agreed to form a committee and come up with a policy for the use of the vehicle. They agreed to have it ready for the board to review at the next meeting.

NEW AND MISCELLANEOUS BUSINESS:

- a. Ron Spicer opened a discussion on the approach clearing of runway 24. Garry Csapos reported that after receiving a letter from the airport Ron Morel agreed verbally that we could take the trees down on his property that are in the approach path to runway 24. Ron Spicer reported that Treeworks will be coming out to do their spring time stuff in the next two to three weeks depending on the weather. While they are here he will take them over there and see what it will cost us to grind the stumps and grade it to a commercial grade. Get a quote on that and at least cut the trees down. Ron said he has drawn up an agreement with a templet from Stephanie of Mead & Hunt to fit that project. We will send that to the land owner and get his signature which explains what we are going to do and how it will be left. Then we will have an agreement should anything come up down the road. I am not sure how much grading they have to do. I believe he will do the eight acres on the far end and the 10 acre patch north of the pump station. Garry said a local pilot that owns a land scaping business might cut down the trees but there may be more there than he is expecting. Julie MacKay, Jim MacKay and the airport manager looked over the area and it appears there was a homeless campsite in the woods. We may have to call law enforcement to move someone if there is someone still there. The board discussed issues when dealing with the homeless. Rick Musson said he has trail cams back there by the trail right now and has not picked up anybody. Ron said that after the township boarded up the motel and the weather changes we are going to wait and see what happens.

CITIZENS COMMENTS:

- a. Lee Ann French gave the board an update on here plans for the Easter Candy drop scheduled for April 15th. Lee Ann discussed the plan for parking cars. Young will move some vehicles so the gravel parking area they are using will be available. They are using stakes and yellow tape marking off areas for parking and to keep people from the ramp and taxiways. They have a three pilot safety committee organizing the staking and taping on Friday night. It all will be removed after the event on Saturday. Mona Lisa said there will be about 16 or 17 safety people on hand. Lee Ann said on her event page there just under 900 interests and under 200 that plan to be there. The weather looks to be good. There will be tents and only one drop with the ground already seeded with candy. We have a drove of volunteers and with people for each section it will be improved and will be cleaned up after. We are gracious to let us use the airport. The people that have helped in the past will watch over the new bees.

- b. **Doug Haskins said he will not be moving in to the airport (joke). This week he has spent many many hours rolling runways. The north south runway is 350 wide and 2500 feet long and I can go 3 mph and the roller is 10 feet wide. I need to have the phone charged and some music. With the rain we had it is really helpful in displacing the grass. It should be the best in many years. During the rain Doug checked the gutters on the terminal building. He gave his assessment on which gutters are working and which needed to be taken down. The wing deck is out and he has the snow blower off the tractor. He said the new radios are not installed yet. Ron asked if we are responsible for fixing our potholes. Doug said he is going put some patch in the two holes in the driveway. He is going to put the broom on the tractor and sweep everything off of the winter dirt. This is not a new problem. Doug briefed the board on the tile situation. Doug said on a previous year he contacted the county and they went through the process on how to patch the drains tile using burlap and concrete. Doug said he knows how to do it but he can't do it with our front loader tractor. Ron said we may have to get funding and make it a project. There is a new hole that we found during a routine inspection. Doug said he can dig a ditch and put some tile in to stop the water that is flooding the taxiway entrance to the Huron Avionics hangar. Ron said for Doug to find the best time frame to do it in the next couple weeks and we will make that happen. Doug explained what we will need to do that job. Doug said he will need a load of clean dirt for filling the holes out here. Lee Ann said she knows someone that might help with this job.**

BOARD MEMBER COMMENTS:

- a. **None.**

ADJOURN: Motion to adjourn made by Dean Ebert and supported by all present.

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