



# 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 July 13, 2023  
Airport Terminal

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

Approved August 16<sup>th</sup>, 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:

Add item c. Modification to Agricultural Contract. Motion to approve agenda by Joy Archer supported by Julie MacKay.

Roll Call: - Approved by all present.

### APPROVAL OF MINUTES:

Minutes of June 8, 2023 Meeting: Motion to approve by Dean Ebert supported by Joy Archer.

Roll Call: - Approved by all present.

### CITIZENS COMMENTS:

a. None.

### COMMUNICATIONS:

a. Mona Lisa McLaughlin- Airport Pilot Rep.

Winds Air is putting a request in for a fuel tank. The RV-12 engine runs better on car gas and that is what we want to bring in so we can fuel the airplane. Matt Stevens has the specifics.

### FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$1,580.22 for July 2023. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$69,045.68 in Horizon and \$73,141.02 in Chase ending June 30th, 2023. The AvFuel credit balance ending May 31th, 2023 was \$60,116.39. The June credit balance is not available yet. Total revenue deposited for the month of June 2023 was \$6,141.67. Motion to accept the financial

report as presented by Dean Ebert and supported by Julie MacKay.  
Roll Call: -Approved by all present.

#### **MANAGERS REPORT:**

Garry Csapos reported that fuel sales for the month June 2023 is 4,334 gallons. Total fuel sales so far for the year 2023 is 14,516 gallons. The Indemnity Agreement to the land owner in the approach to RWY 24 has been signed and sent in the mail. On Tuesday June 14<sup>th</sup> the airport hosted the final inspection meeting and the pre-bid meeting for the Runway 11 Approach Clearing Project. Representatives from MDOT, Mead and Hunt and airport officials were present. This begins the process for the Phase II of the Runway 11 approach clearing. Also on Tuesday the fuel system was down with network problems for about two hours. Doug Haskins (not present) reported that he cut the grass on the river trail on Tuesday June 20<sup>th</sup>. Also on June 20<sup>th</sup> the airport received the Airport Liability Insurance Application for 2023 from Jacob's Insurance. It has been filled out and submitted. On Wednesday July 5<sup>th</sup> the receipt printer on the fuel system failed. After trouble shooting it with Fuel Master a new one was ordered and has been installed. We received an e-mail July 7<sup>th</sup> from the property owner at the approach of Runway 24 regarding the letter of indemnity. He said the letter has been signed and put in the mail. We have yet to receive it.

#### **UNFINISHED BUSINESS:**

- a. Ron Spicer updated the board on the Legal Opinion letter written by Shiawassee County regarding the MDOT loan. Each board member received an e-mail copy of the letter prior to the meeting and also has a printed copy of the letter for reference. Ron Spicer explained that his interpretation of the letter says that if we expect the county to buy into the airport taking out a loan there advising that we speak with each municipality to get their approval otherwise it isn't going to happen. Joy Archer asked if they need something in writing. Ron said I guess they do. I will have to check with the attorney. I guess the county would want some sort of resolution that would be presented and passed by each municipality saying that they understand that their liability would be \$20,000.00 should the airport not be able to make payment. That is something the attorney would have to draw up. Ron opened for discussion any input on this subject. Mona Lisa asked if the loan was coming from everybody. The county is saying because they sit at the top of hierarchy they want guarantees from all of the municipalities that they understand and they would take responsibility for their share. Ron explained he didn't understand why the airport has borrowed in the past and it has never been a problem. Rick Musson commented the airport has borrowed in the past from MDOT's program and it took 10 years to pay it off. Ron said he is looking at other loan options but knowing that the county is not going to sign off on them. Rick Musson said the municipalities should need to sign off on any other options. Ron said that if everyone is in agreement he will schedule a meeting with Curtis Zaleski, explain the situation and draft a letter for presentation. Ron will write something up as well telling what it is for, what our objective is long range and to get it done, get it paid for. It gives us 10 years of obstruction free air traffic. Joy asked is the loan still coming from MDOT? Ron said yes. All the townships are saying is that if the airport doesn't make right then they will pitch in. Rick Musson said the airport is not insolvent. Ron said that it took a year and a half to get this, we may be lucky to know if we can get the loan by the time it is to cut trees in November. Ron said will keep everyone posted.

#### **NEW AND MISCELLANEOUS BUSINESS:**

- a. Winds Air is proposing a new fuel tank for their RV-12. Matt Stevens (not present) gave a proposal for an additional aviation fuel tank via speaker phone from a remote location. Each board member has a printout with an aerial photo of the airport showing the location the tank will be located. Matt explained that the RV-12 aircraft prefers fuel that is different than the 100 LL that the airport sells. The fuel would not be for sale. It would be exclusively for Winds Air. We are not trying to take any business from the airport. We are trying to have fuel on site for the Rotax engine of the RV-12. If we can use rec fuel we can cut our interval for inspections and it will save us some money. The rotax engine prefers that as opposed to the leaded fuel. It will prolong the life span of the engine. We are looking to move tanks on the pad shown on page 2 of the handout. This is the proposed tank location was selected based on connection to an electric utility. It is minimum of 25 feet away from buildings. It is not an area with a lot of traffic and a safe area to fuel an airplane. The spacing requirement comes from NFPA 30 a regulation of the National Fire Protection Agency. The location has in excess of what is required. The fuel transfer

pump is a 12 volt pump and can be powered from a 110 volt converted down. The electrical use is pretty negligible. We spent a lot of time going through the regulations. The tank must have a dead man's switch. We are making efforts to comply. There will be a fire extinguisher, the tank will be grounded and labels will be present. An emergency shut off will be provided. Matt explained how they will be on top of maintenance. On the last page of the handout there are links to the discussed literature. It is a double walled vessel and will be considered a portable tank. Garry Csapos said he was looking at the synopsis which included a aerial photo of the area where the proposed tank would be located. The location proposed is right next to a storm drain that goes directly to the Shiawasse River. I have reservations that this would be in conflict with our SWPPP (Storm Water Pollution Prevention Plan). The airport would be on hook for anything that could go down the drain. We can't take the SWPPP lightly. Garry read from the SWPPP. ASTs (Above Ground Storage Tanks) must be physically separated from and not associated with vehicle maintenance operations. There must be no piping, pumps or other equipment leaking contaminants that could contact storm water. Wherever feasible the AST should be surrounded by some type of physical containment such as an impervious dike, berm or concrete retaining structure to prevent runoff in the event of a structural failure or leaking transfer valve. We have a map in our pollution prevention plan. We have a map that shows two drains, 34 and 35 that are considered to remain to be protect at all times. Number 35 is next to the proposed location. Mona Lisa asked how far the drain (34) is located from the airports current fuel tank. Garry explained that the drain near the airports current tank is protected by a berm. Also there could be a conflict with Aura Aviation who runs a crop dusting business at the same location. For those reasons I find the location problematic. Matt asked wear exactly the drain is at and that these are valid points. We don't want to put anyone at risk and want everything to be in order. Matt explained the fuel truck the crop dusters use is situated on the same pad. He asked about regulations for portable vehicles. Pesticide spills would definitely qualify as contaminated runoff. Does the airport have a plan with them right now where they are keeping there stuff separated. Garry pointed out that the crop duster do park there truck on the pad but they conduct there fueling and loading of chemicals on the ramp away from the pad. Rick Musson also explained that there are magnetic covers provided for the drains. They are not supposed to move liquids without covering those drains. That is part of the program. It keeps the airport's liability minimal. Joy asked if that was part of our program and would it be the same if they were refueling? Rick said either the airport takes on the added responsibility for EGLE or if Winds Air would have to contact them and look into that. Rick said that Dean Ebert is EGLE qualified and contact them and see if they want something done. Joy asked if the ones that are using the pad now complying with the stormwater plan. Rick said they have been instructed to do that and they know wear the pads are. Garry Csapos produced the Industrial Storm Water Operator Training Manual and highlighted some of the points he thought would apply. Rick emphasized that all of our storm drains go straight to the river. Joy asked if Aura was using the magnetic covers now. Robert Ching of Aura Aviation commented Garry's and Rick foresight with regards to the storm drain they saw a risk there and made the suggestion to move the loading away from the storm drain and we have complied with that. So now we do all of our loading and chemical transfer out on the tarmac which would not drain into the storm drain. He also pointed out that the truck is parked back and anything would drain to the east. We take all precautions that all restricted substances do not go down the storm drain. Rob said that we do not take up a lot of space on the airport but that is a critical area for us to operate. Rob offered to help find a different spot because that is a high traffic area. He said it might not be feasible to have the RV to go in and out of the area when we are operating. We certainly can't operate out back by our blue hangar. Matt could not hear so Rob repeated his concerns. Rob and Matt expressed their opinions. Ron Spicer asked if there is an alternate location for that we can consider? They discussed locating Winds Air's tank next to the airport's existing tank. Garry pointed out that they also needed room for suppliers to fill the tanks. We discussed the possibility of having to amend the storm water prevention program. Garry Csapos expressed concern that in the case of the crop dusters only two people have to be instructed in how to comply with storm water procedures while everyone using the RV-12 would have to be instructed with pollution prevention procedures. Julie commented that the Rv-12 will only be fueled flight instructors. Garry commented that if there is a problem the airport manager and the airport board is on the hook. Ron Spicer expressed concern for interfering with the operation Aura already has going on. Rick Musson commented that Aura Aviation has complied with everything the airport asked them to do. Ron said he see's it as a potential conflict for an existing situation. Mona Lisa asked if

we could find a feasible place. Ron asked if we put fuel at the end of Huron Avionics pad would that change their insurance situation? Ron commented that there was a place out there that was being used for fuel so I assume it could be used again. More discussion about a fuel station that was used in the past. Mona Lisa asked if Matt could find another location. Matt responded absolutely. We are not trying to interrupt anyone's business. Matt asked if the board would be OK if they located by a taxiway? It is a portable system we can put it anywhere. Ron said if Winds is willing to pour a pad we would be willing to find the next best spot. There must be another spot we can do this. It is in everyone's best interest to accommodate their request. Ron said if we are going to pick a different spot we should contact someone to tell us what we can and cannot do. Rob reminded everyone that is a portable tank. It is a little bit different than having a tank with a permanent instillation. Ron said there is no need for a motion. Work with Garry and Rick and us and figure out the next step. Ron asked for Garry to get suggestable locations. We need to work on an alternate location and keep in mind that Aura's business is seasonal and get back to us next month. Ron told Matt we will keep you posted with what we come up with and what the requirements are.

- b. Ron informed the board about a new furnace and eve trough for the terminal building. The last He talked with Doug Haskins he was working with Hi-Temp and was concerned about putting a new vent up through the ceiling. Ron said don't worry about that. They could get a different furnace and put outside. Why don't we get two quotes from Hi-Temp. One the three foot square that sits in the pilot's room and one that sits outside. Garry said that Doug has spoke to Maurer. Each board member has a copy of the bid and there will be two more to come. We will all have to look at them and make a decision. It would nice to have three. Dean said we should reach out to Staley's in Flushing. Ron said Mauere's did it at the ambulance service with UVC. Ron had a concern that we should not buy down. We should get a high efficiency. We will have more quotes next month.
- c. Ron Spicer open discussion on Martin Krhovshy's Agricultural Contract. I would like some direction and opinion. Ron was contacted by Martin and asked if there was any way we could modify his contract this year because of deer damage. Martin said he had some \$20,000 in seed and spray. He was concerned about the deer. We control the deer for the air traffic. Rick Musson commented that the dry summer effected the beans. We are under the county average for leasing the land. Ron said that he would like an adjustment because of the loss. Maybe we should put it up for bid. Martin has been good about keeping his equipment off of the runways and taxiways. Board members discussed the issues about farming this summer.

**CITIZENS COMMENTS:**

- a. None.

**BOARD MEMBER COMMENTS:**

- a. Mona Lisa said that there is an Ice Cream Social at Winds Air and everyone is invited.
- b. Ron Spicer commented in regards to his approval of invoices for upfront payments for the runway obstruction removal project, an approved project. Is there a need for approval of each invoice as they come in? The answer is no. Because the contractor's bid came in so low. After we get the data from Mead & Hunt maybe what's left we may be able to do out of pocket? If they give us a decent quote we may be able to afford it without all of this.
- c. Julie MacKay asked Rick Musson if it would be a benefit for the airport to be under a different structure such as an Air Port Authority? Rick commented that when the original Multi-Unit Operating Agreement was set up it was noted that we are not a public authority and the intent was not to become one. We need to reread the agreement.

**ADJOURN:** Motion to adjourn made by Julie MacKay and supported by all present.

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