



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 August 16, 2023
Airport Terminal

*****MINUTES*****

Approved October 12, 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: Joy Archer, Mona Lisa McLaughlin.

APPROVAL OF AGENDA:

Motion to approve agenda by Julie MacKay supported by Becky Smith.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of July 13, 2023 Meeting: Motion to approve by Dean Ebert supported by Julie MacKay.

Roll Call: - Approved by all present.

CITIZENS COMMENTS:

a. None.

COMMUNICATIONS:

a. Mona Lisa McLaughlin- Airport Pilot Rep.

None.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$6,789.45 for August 2023. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$72,523.81 in Horizon and \$73,141.02 in Chase ending July 31st, 2023. The AvFuel credit balance ending June 30th, 2023 was \$62,096.25. The July credit balance is not available yet. Total revenue deposited for the month of July 2023 was \$10,069.25. Motion to accept the financial report as presented by Dean Ebert and supported by Becky Smith.

Roll Call: -Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month of July 2023 is 3,682 gallons. Total fuel sales so far for the year 2023 is 18,197 gallons. On Friday July 14th Beth Gall and her grandson volunteered to weed and plant flowers along the north side of the terminal building. On Saturday July 15th we received the signed Indemnity Agreement letter from Ron Morel for vegetation removal on the property with tree obstructions in the approach to RWY 24. On Monday July 17th I contacted our Hazardous Materials Storage Inspector from the State of Michigan Department of Licensing and Regulatory Affairs (LARA) regarding the fuel tank request from Winds Air. He explained that as long as the tank was less than 1100 gallons no license or inspection is required. On Saturday August 5th National Guard helicopters had some brief maneuvers at the airport flying in a group of three formation. On Tuesday August 8th the airport received an e-mail from Michael Carnarvon of the Department of Aeronautics. The Provisional Airport License which expired on June 30th 2023 has been extended to June 30th 2024. On Saturday August 12th the airport received a letter from the Shiawassee County Drain Office. The letter was a notice of a day of Review of Drainage District Boundaries and Review of Apportionments. The day of review is Wednesday August 23rd. Stop in at the Drain Office anytime between 9:00 am and 5:00 pm. The volunteer who agreed to cut the trees at the approach to RWY 24 will begin on Wednesday August 23rd at 9:00 am. If it rains the following Thursday will be the rain day.

UNFINISHED BUSINESS:

- a. Ron Spicer updated the board on the progress being made with the Phase II Runway 11 Approach Clearing Project. Each board member has a handout which is a revised summary of the locally funded work that remains in the Runway 11 approach clearing project. The spread sheet shows the estimate of the trees that last year were going to cost us \$180,000.00. Because we took out about seventy five percent of the overall trees that MDOT and the FAA decided to pay for, this is what's left. With Alpine Tree Service being reduced this is what it comes to. These numbers are actually the numbers from Tree Works. I am thinking it might be at or below the total. I can't guarantee but I think it may be 75% cheaper. I talked with Rick and Garry and I am pretty sure we should be able to swing this. The funded portion is about \$104,000 but we have to fund the Mead & Hunt bills. We are going to get 85%, about \$60,000 back. We should be sitting good. We are still waiting for the contracts. We got the package from Alpine Tree Service but they haven't sent us the sponsor contracts. Ben said to hold off on signing and sending anything until we get the other contracts.
- b. Ron explained that we have quotes for new Furnace and Air Conditioner units. They are SK Heating and Cooling and Maurer HVAC QT. Each board member has a copy of the quotes. According to what MDOT and the treasurer told us we got \$32,000 allocated for this grant and I have already verified that as long as the furnace and air conditioner have the ultraviolet system on it we could use that grant money to recoup this. I like the one from Maurer because it has a ten year warranty plus one year labor. Then again SK is very popular, I have heard nothing but good. I would like to stick with him. Julie commented that this is the one the Café used and recommended. Board member compared and discussed the pros and cons of the two choices. Ron said if everyone is comfortable with this SK guy I would like to go with him. Julie MacKay made a motion that we accept the quote from SK Heating and Cooling. Becky Smith supported the motion. Roll Call: -Approved by all present.
- c. Ron explained that we have a quote for the down spouts and gutters for the terminal building. Each board member has a copy of a quote from Alpine Seamless Gutters and Ezinga Construction. After a board discussion they decided a company close by would be better. Becky Smith made a motion that we accept the bid from Ezinga Construction for down spouts and gutters. Dean Ebert supported the motion. Roll Call: -Approved by all present.

NEW AND MISCELLANEOUS BUSINESS:

- a. Ron Spicer explained that our new and miscellaneous business is to approve the airports general liability insurance policy. All board members were e-mailed a copy of the two quotes prior to the meeting. Also each board member has a handout of each quote to refer to. Garry Csapos explained that both policies are from Jacobs Insurance. The policy referred to as CHUBB is the company the airport is currently enrolled in. This one offers a three year fixed premium policy option. There is a modest premium increase from before. The other policy is from Starr Companies. Premium and limits are listed on the second page of the quote letter. The premium costs are close to being the same. Ron said he is OK with sticking with what we got. Board

members discussed both of the options available. Julie MacKay made a motion to accept the Chubb policy. Becky Smith supported the motion. Roll Call: -Approved by all present.

CITIZENS COMMENTS:

- a. None.

BOARD MEMBER COMMENTS:

- a. Julie MacKay wanted to commend Garry and Doug both for being helpful to people when they come out here. Sunday we had a problem with the recoil on the fuel system ground cable and Doug fixed it. Garry and Doug both have the attitude if something is needed they are ready to help. Garry Csapos reported that the Campout sponsored by the Crosswinds Café is going to be on the weekend of Friday August 25th through Sunday August 27th.

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**