



# 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 January 11, 2024  
Airport Terminal

### \*\*\*MINUTES\*\*\*

Approved February 8, 2024

#### ATTENDANCE:

##### Roll Call

##### Members Present

Becky Smith

Ron Spicer

Joy Archer

Richard Ebert

Julie MacKay

Garry Csapos

Mona Lisa McLaughlin

City of Corunna

Caledonia Charter Township

Owosso Township

City of Owosso

Shiawassee County

Airport Manager/Secretary

Airport Pilot Rep.

Members Absent: Becky Smith.

#### APPROVAL OF AGENDA:

Motion to approve agenda by Dean Ebert supported by Joy Archer.

Roll Call: - Approved by all present.

#### APPROVAL OF MINUTES:

Minutes of December 14, 2023 Meeting: Motion to approve by Julie MacKay supported by Dean Ebert.

Roll Call: - Approved by all present.

#### CITIZENS COMMENTS:

- a. Ron Hasse asked the board for approval to put a coin operated ride at the Café next door. The one he is looking after is a helicopter. When kids come to the Café they can go for a little helicopter ride. Ron Hasse said the Grand Ledge Army Air Base is also looking at that same one. I am sure you don't buy it and put it there. You need to go through proper channels. Ron Spicer asked if Garry the airport manager called anybody for liability. Garry responded I called Jacobs Insurance and they said our general liability insurance will not cover the ride. The owner's general liability should be for the ride and the owner should list the airport as additionally insured. They define the clear owner as the person who makes the money. Joy Archer asked if it was just for a child. Garry said he described to Jacobs the ride as similar to a ride you might find at a grocery store. Ron Spicer said that he does not see anything wrong with it as liability is concerned. Ron Hasse said we could put it on the Café's liability. Lee Ann said she looked into that and doesn't have a problem with it. You figure everything out and let me know and I will make a phone call to Farm Bureau. The board discussed with Ron and Lee Ann where they will put it. Ron Hasse said it's a ride, not a toy. It will be placarded, adult supervision and ride at

your own risk. Ron Spicer said he doesn't see an issue with it the only other thing is the electrical. Does the liability require anything about the power. As long as you get all that I don't see a problem. Ron Hasse explained how he would handle that and the ideas he has for its use. Julie MacKay asked how it will handle being outside. Doug Haskins asked if it breaks down who is responsible for the repair. Ron Hasse responded the Café. Lee Ann said she would take responsibility if it doesn't work or if it is in the way. Ron Spicer said he would expect that and he would need some documented proof that the liability is covered. Ron Spicer asked if there is any issue with the FAA? There was some discussion about not interfering with airport operations or blocking taxiways. Ron Spicer said then let's move forward. Ron Spicer asked if there is any more citizens comments? Lee Ann French asked for approval of the events she has planned for this year. The same as normal the Easter Event that they have done in the past. A new event a young eagles flight event with the Flushing EAA and the Mason EAA. I talked with Garry and He said it should be OK. The July 4th and our Camp Out. Another thing is the 99s ladies. They talked to Garry and me. They want to do an event this summer. I suggested their event be on our Camp Out weekend. Lee Ann explained the details of here events. Ron Spicer said as long we have crowd control and things are marked. I think it's a good idea. Lee Ann said she is planning to have the group with the telescopes again this year. Ron Hasse asked if someone was flying in a Beech 18. Julie MacKay commented the crowd control she set up last year was very good. Ron Spicer said we could put signs up in advance so nobody is caught off guard. As long as we have crowd control and we make up the forms to protect us so that we have something documented. I don't see a problem with it. Lee Ann said the Ladies 99s will celebrate their anniversary in the terminal building February 24<sup>th</sup> of this year. They can't fit in the Café. The 99s would like to talk with women pilots. Mona Lisa explained the history of the 99s.

#### **COMMUNICATIONS:**

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

#### **FINANCIAL REPORT:**

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$3,041.60 for December 2023. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$31,481.31 in Horizon and \$25,273.65 in Chase ending December 31th, 2023. The AvFuel credit balance ending November 29th, 2023 was \$75,284.50. The December credit balance is not available yet. Total revenue deposited for the month of December 2023 was \$13,500.00. 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 December 2023 is 1,580 gallons. Total fuel sales far for the year 2023 is 33,226 gallons. On Thursday December 21<sup>st</sup> Schnells Services patched holes and graded the drive to the Huron Avionics hangar. On New Years Day January 1<sup>st</sup>, 2024 I received a phone call from a pilot who requested assistance. A Piper Aerostar arriving from Madison Indiana stopped at the airport to refuel. He said he could not get the fuel system to work. I called Doug Haskins and he went to the airport and fixed the problem. The fuel nozzle was plugged with ice from the drizzle the night before. He was able to fuel and continue his flight to Louisville Kentucky. Thank You Doug for taking time from the holiday to help a pilot in need. On Tuesday January 2<sup>nd</sup> when I arrived at the airport the telephone was not working. We called Frontier and it was fixed the following morning. On Friday Airport Manager Garry Csapos and Maintenance Chief Doug Haskins replaced the fueling hose, filter and swivel on the fuel system. On Monday January 8<sup>th</sup> Garry Csapos completed the 2024 Storm Water Pollution Prevention Plan (SWPPP) annual review report for EGLE (Environmental Great Lakes and Energy). Next month we will be holding Board officer nominations and renewing airport documents.

#### **UNFINISHED BUSINESS:**

- a. Garry Csapos gave an update on the Runway 24 approach clearing. Garry Csapos explained that we still do not have all of the trees cut. We have an agreement with Ron Morel. Some of the trees

appear to be on Sam McLearen's land he asked us for his permission. He gave us permission to cut the trees on his property but he needs a written agreement with a new LLC name. I talked with Sam and since we started he has purchased the Ron Morel property. We do not have an agreement with him yet but we do agree in principal. This would be the same as we had with Ron Morel with a new LLC name. The digital document is not an editable file. I called Zaleski and they will create a new document for us. Sam wanted to talk with us first. Ron Spicer asked if the old indemnity agreement says anything regarding ownership or sale. Garry said I do not recall if it does. Ron. What I am wondering is, just because the property was sold is there already a legal agreement in place that may supersede the fact he bought the property. That is a Zaleski question according to Ron. Garry said Sam said for us to wait and he will get back with us. Ron said if you don't hear from him by Tuesday call him. Some more board discussion.

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

- a. Garry Csapos reported past invoices on the aviation fuel system. Each board member received a handout quantifying the yearly repair costs on the aviation fuel system. In 2021 total repair costs was \$970.55. There was a repair of \$670.55. Some of the problem with our credit card reader is that we have to go to tech support to make a fuel price change. They charge us \$100.00 each time we do that. The software for using your computer to make a price change costs almost \$1,500.00. There is a way to do that using the key pad but it doesn't seem to work so we have been using tech support. Normal electricity and telephone costs are not included in this report. In 2022 total repair and price change costs were \$9,435.80. In 2022 there was a \$306.00 repair, \$905.00 to replace the receipt printer and \$7,531.80 to upgrade the tank with an overflow warning system that was required by the State of Michigan. There was a lot of price changes in 2022 during the pandemic. In 2023 total repair costs were \$1,278.00. We replaced the credit card reader for \$911.00 and had some tech support \$218.00. So far in 2024 we replaced the fuel hose for \$722.98. Total costs since 2021 was \$12,457.33. Ron Spicer said now that we know how much the maintenance was how much does it cost to replace it. Garry said he has two quotes on new tanks from Envirosafe a company out of Florida. A 6,000 gallon tank was \$108,393.68 and a 5,000 gallon tank was \$102,450.36. They call it a turnkey system. You get the tank, pump, hose and reel, ground reel and overflow system. Everything except the credit card reader. There are two companies that make card readers. Fuel Master which we have is \$20,000.00. you can replace the head for only \$13,000.00 and QT Pod is \$18,000.00 for their card reader is \$18,000.00. The shipping price was \$4,200.00. Envirosafe will broker our old tank. Installation costs come from a company called Matzak at \$65,000.00. That includes costs I don't think we will need. Matzak will take care of compliance with all State regulations. Garry Csapos said that the Matzak estimate for installation was high. I don't think all of the items listed will be necessary. I actually prefer the smaller tank because it would fit on our existing pad. We don't know whether regulations are going to require us to update the pad. Ron Spicer commented he think's we will. Buy the time we figure electrical and all the other contract work I think you are looking at \$250,000.00. Garry said the 5,000 gallon tank plus the new card reader would be about \$120,000.00. that is without delivery and installation. Doug Haskins said the guy from Envirosafe recommended not to go with an outside company but with an electrician. It would be cheaper. Garry said he thinks our consulting engineers would handle our environmental questions. There was more board discussion. Ron Spicer we have an idea what is required. Rick Musson commented It's going to cost \$200,000.00 anyway. The only thing we could do is update it to our five year plan. Talk to MDOT aeronautics when and if willing and if there is a program available. Our next five year plan has to be updated to eliminate the fencing project. Garry Csapos said we have done a lot of repairs on the system. I am not anticipating a lot of costs in the near future. The board members discussed issues involved in making price changes and replacing the card reader or everything.

#### **CITIZENS COMMENTS:**

- a. Lee Ann French said there will be a lot of plans flying when they have the Young Eagles event. Will the fuel tank be full for the Beech 18 that will be here? We will reach out a month ahead of time. Garry said he watches the tank every day.

**BOARD MEMBER COMMENTS:**

- a. Joy Archer asked what was the name of the plane that is coming in? Ron Hasse said it was a Beech 18. Board members explained what a Beech 18 is.

**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**