



# Owosso Community Airport

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Shiawassee Airport Board

**Richard Musson, Chair**—Shiawassee County  
**John Challenger, Vice** —Caledonia Township  
**Brent Wesley, Treasurer**——City of Owosso  
**Chuck Kerridge**——City of Corunna  
**Bob Ardelean**——Owosso Charter Township  
**Julie MacKay**——Airport Pilot Rep.  
**Garry Csapos, Secretary**——Airport Manager

## SHIAWASSEE AIRPORT BOARD

Regular Meeting of June 8, 2017  
Airport Terminal

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

Approved July 13, 2017

#### ATTENDANCE:

##### Roll Call

##### Members Present

Richard Musson  
John Challenger  
Chuck Kerridge  
Brent Wesley  
Bob Ardelean  
Garry Csapos  
Julie MacKay

Shiawassee County  
Caledonia Charter Township  
City of Corunna  
City of Owosso  
Owosso Charter Township  
Airport Manager/Secretary  
Airport Pilot Rep.

##### Members Absent

None

#### APPROVAL OF AGENDA:

Motion to approve agenda by Brent Wesley supported by John Challenger.  
Roll Call: - Approved by all present.

#### APPROVAL OF MINUTES:

Minutes of June 9, 2016 Meeting: Motion to approve by Brent Wesley supported by Chuck Kerridge.  
Roll Call: - Approved by all present.

#### CITIZENS COMMENTS:

None

#### COMMUNICATIONS:

Julie MacKay reported that the May 31<sup>st</sup> Airport Day went well. About 250 students attended. She Thanked Rick, Doug and Garry for helping and teaching classes.

#### FINANCIAL REPORT:

Garry Csapos presented the financial report from the Shiawassee County Administrator showing a cash Trial Balance of \$35,108.33 and unpaid bills of \$2,582.51.  
Motion to pay the bills as presented by Brent Wesley and supported by John Challenger.  
Roll Call: - Approved by all present.

#### MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month of June were 622.69 gallons and so far for the year are 13,270.01 gallons. On Tuesday May 23<sup>rd</sup> Resolution 34 of the 2017 Michigan House of

Representatives was presented to the airport. This resolution was co-sponsored by Rep. Ben Frederick of the 85<sup>th</sup> District and declares the week of March 13<sup>th</sup> through 19<sup>th</sup> as Aviation Week in the State Michigan. Garry briefed that he has talked with MaLissa Schutt the Mobility Manager at the Shiawassee Area Transportation Agency (SATA) about providing ground transportation service to and from the airport. This would come from Transportation Solutions a division of SATA.

**UNFINISHED BUSINESS:**

- a. David Joye of RS&H recommend that the Airfield Crack Sealing and Pavement Marking contract go to Axtell's Inc. for \$139,410.00 which was the low bid. Motion to approve this bid by Brent Wesley and supported by Chuck Kerridge. Roll Call: -Approved by all present. A time frame for this project was discussed. David Joye asked the board to approve the construction contract with Axtell Inc. to comply with MDOT qualifications. Rick explained this was the engineering portion of the Airfield Crack Sealing project. Motion to approve the contract by Brent Wesley and supported by Chuck Kerridge. Roll Call: -approved by all present.
- b. Open the bids for the snow removal equipment. Of the three bids received and opened D & G Equipment was the low bid of \$117,762.24. The motion to accept this bid pending MDOT review was made by Chuck Kerridge and supported by Brent Wesley. Roll Call: -approved by all present. Rick Musson will take all bids to MDOT for their approval.

**NEW AND MISCELLANEOUS BUSINESS:**

- a. Rick reported to the board the results of a committee composed of himself, Brent and John. This committee compiled a salary adjustment for the Airport Manager and Maintenance Director. A motion to approve the results was made by Chuck Kerridge and support by Bob Ardelean. Roll Call: -approved by all present.
- b. Rick presented the 2018 Budget that will be submitted to the county. The 2018 Budget shows revenue of \$165,703.00 and expenses of \$164,900.00. Motion to approve the Budget as presented by Brent Wesley and support John Challender. Roll Call: -approved by all present.

**CITIZENS COMMENTS:**

David Joye of RS&H reminded the board that we need to approve the construction contract with Axtell to comply with MDOT qualifications. Rick suggested we revisit item a. of Unfinished Business.

**BOARD MEMBER COMMENTS:**

Julie MacKay presented a \$25 gift card to the airport for helping with Airport Day with the 4<sup>th</sup> grade students. Bob Ardelean expressed his support for the airport at the next Owosso Township meeting. Brent Wesley thanked everyone involved for the airport presentation at the last City of Owosso council meeting. Chuck Kerridge asked the status of ending the contract with Waste Management. Rick confirmed that the termination letter has been sent. Chuck also informed that the Corunna Rotary Club was interested in what was happening at the Owosso Airport and invited Rick Musson to speak at one of their meetings. Rick accepted. John Challender thought that his part of the presentation to the City of Owosso meeting was well received.

**ADJOURN:**

Motion to adjourn made by John Challender and supported by all present.

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