

**OSCODA-WURTSMITH AIRPORT AUTHORITY  
BOARD OF DIRECTORS  
October 21, 2021 Meeting Minutes**

This meeting was conducted within the Airport Terminal Building Conference Room, located at 3961 E. Airport Drive, Oscoda, Michigan 48750. Remote access and participation was also made available via Zoom meeting services.

**I. Chairman Boyat called the meeting to order at 10:00 a.m.**

**II. Roll Call:**

|                |         |
|----------------|---------|
| KEVIN BOYAT    | PRESENT |
| KEVIN BELIVEAU | PRESENT |
| ROB HUEBEL     | PRESENT |
| ANN RICHARDS   | PRESENT |
| JOHN SWISE     | PRESENT |
| MIKE MUNSON    | PRESENT |
| DAVE DAILEY    | ABSENT  |

**OTHERS PRESENT:**

GARY KELLAN – AIRPORT MANAGER  
JACK BROWN – ASSISTANT AIRPORT MANAGER  
BRENDA MCNEILL – ADMINISTRATIVE ASSISTANT  
PATRICIA ALVORD – OSCODA PRESS  
JAMES MINER  
BRIAN MORK  
BOB STALKER – GOV HR  
ROB EPPERT – ATTORNEY  
PETE MAPES – MI CROSSROADS COUNCIL OF BOYSCOUTS  
MATT SIMSICK – UNIVERSITY OF MINNESOTA  
SID PARK  
BILL ARNOLD  
JAMES HATTON

**III. ADOPTION OF AGENDA**

Mr. Kellan requested adding another action be included under Current Business He suggested adding “Item E. – MEDC Site Readiness Grant Extension”.

**Mr. Beliveau made a motion to approve the meeting agenda to include Mr. Kellan's suggested agenda addition. Mr. Munson supported the motion. No further questions or comments. Motion carried by voice vote.**

**IV. Approval of Meeting Minutes**

**A. September 30, 2021**

**Mr. Beliveau made a motion to approve the minutes from the regular board meeting that was conducted on September 30, 2021. Mr. Swise supported the motion. No further questions or comments. Motion carried by voice vote.**

**B. October 5, 2021 Special Meeting**

**Ms. Richards made a motion to approve the minutes from the special meeting that was conducted on October 5, 2021. Mr. Beliveau supported the motion. No further questions or comments. Motion carried by voice vote.**

**V. Financial Activities During September 2021**

Mr. Munson and Mr. Kellan have reviewed bank statements and financial transactions during September 2021. A list of bills processed for payment, totaling \$112,501.96 had been provided for review by members of the Airport Board.

**Mr. Beliveau made a motion to accept the September 2021 financial report. Mr. Munson supported the motion. Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Boyat, Yes. Motion carried.**

**VI. Current Business:**

**A. Wurtsmith Air Museum – Scouts Aviation Camporee Special Event**

A letter from Wurtsmith Air Museum was provided to the Airport Board. A Special Events Land Use Permit was requested for hosting a 3-day campout on property that is leased to Wurtsmith Air Museum. The proposed dates are August 26<sup>th</sup>, 27<sup>th</sup> and 28<sup>th</sup>, 2022. The event is named Aviation Camporee as the campers will experience 'Young Eagle Flights.' Air Force Colonel (Retired) Pete Mapes, representing the MI Crossroads Council of Boy Scouts of America, attended this meeting to describe the proposed event and to answer questions.

**Mr. Swise made a motion to authorize the Airport Manager to issue a Special Event Land Use Permit for Wurtsmith Air Museum, MI Crossroads Council of Boy Scouts of America and the Experimental Aircraft Association to host an 'Aviation Camporee' during the dates of August 26<sup>th</sup>, 27<sup>th</sup> and 28<sup>th</sup>, 2022. Mr. Munson supported the motion. Mr. Beliveau,**

**Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.**

**B. University of Minnesota**

PFAS Research Project Special Land Use Permit: Mr. Kellan reported that representatives of the University of Minnesota – School of Public Health are seeking to conduct research on OWA property. A written description of the proposed research project had been provided with Board meeting information materials. In summary, the project involves field testing a PFAS filtration and capture technique. Staff has asked representatives of the Air Force Civil Engineering Center (AFCEC) and Michigan Department of Environment and Great Lakes Energy (EGLE) to provide comments regarding the proposed project. Copies of their responding email messages were provided to the board. Additionally, Dr. Matt Simcik, PH.D. - - of University of Minnesota, participated in this meeting to describe the proposed project via slide show presentation and to answer questions.

After watching Dr. Simick's presentation, Mr. Munson asked if the test barrier was going to be located within a building or underground. Dr. Simcik explained how the PFAS is expected to be captured underground. Mr. Munson asked if the process was actually "cleaning" the PFAS. Dr. Simcik explained how the process is expected to trap and hold PFAS with activated carbon barrier devices. Mr. Munson asked how deep the equipment is to be installed. Dr. Simcik reported that the equipment is expected to be an approximately 40' column that will extend to depths of approximately 60 ft. below the surface grade.

Mr. Boyat asked if the granular activated carbon can wear out. Dr. Simcik said it does not actually wear out, it becomes saturated.

Mr. Beliveau asked if this process were to be placed in the same zone as the Air Force, how would you differentiate the resulting impacts between the University of Minnesota process or Air Force processes? Dr. Simcik explained how monitoring wells will be utilized to evaluate the proposed process. For clarification, groundwater will be monitored for suspect contaminants closely before and closely after the proposed treatment facilities.

Mr. Kellan reported that comments from representatives of the Air Force have already been received. He asked Dr. Simcik for the status of likewise receiving written comments from the state. Dr. Simcik described his understanding that representatives of Michigan EGLE will not be providing written or verbal comments. Instead, EGLE is expected to provide a written approval statement - -which does not include comments.

Mr. Beliveau described the responding Air Force correspondence as including a number of questions from Air Force representative - -Dr. Catherine Varley. Mr. Kellan clarified that the most recent email message from Dr. Varley indicates their agreement with installing the proposed PFAS capture system.

The Airport's Attorney – Mr. Rob Eppert asked Mr. Kellan the rhetorical question - - “what would happen if the University of Minnesota project does impact ongoing clean up efforts being implemented by the Air Force and monitoring by Michigan EGLE. Mr. Eppert suggested establishing agreements with the Air Force, EGLE and the University of Minnesota confirming that OWAA will not be held responsible for any impacts caused by the proposed project. Mr. Eppert also suggested reaching out to the Airport liability insurance carrier. Mr. Kellan explained to Dr. Simcik that based on Mr. Eppert's suggestions, the airport will be looking to establish binding agreements that provides OWAA with indemnification / hold harmless from subsequent actions by the State (EGLE) and the Air Force, or any other parties – as a result of the proposed project.

Mr. Hatton - - of University of Minnesota asked if it would be possible to get approval to install preliminary monitoring wells soon. He indicated desire to conduct preliminary monitoring with regard to ground water movement and contaminants.

Mr. Eppert also recommended that concurrence also be secured from representatives of the Air Force and EGLE as it relates to compliance and / or approval to deviate from applicable Declaration of Restricted Covenants documents.

**Mr. Munson made a motion to work through the DRC issues with EGLE and the Air Force and to also secure indemnification from this project with assistance from Attorney Eppert. Mr. Swise supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Mr. Boyat, Yes. Motion carried.**

### **C. Airport Capital Improvement Plan Revisions**

During the July 15, 2021 meeting, the Airport Board provided authorization to submit an updated Airport Capital Improvement Plan (ACIP) to the FAA and MDOT- Office of Aeronautics. That ACIP scheduled repaving Taxiways A, B and C over three phases that would span between years 2024 – 2026. Mr. Kellan reported that representatives of the FAA and MDOT – Office of Aeronautics have subsequently offered to award grant funding for repaving Taxiways A, B and C as a combined single project. As proposed, the engineering / designs and construction bidding will be completed during 2022 and construction work being implemented during 2023.

Additionally, the previously approved ACIP allocated funding for rehabilitating FBO hangars if grant funding assistance could be secured from the FAA - Military Airport Program (MAP). The FAA has since provided notification that the necessary MAP funding is not being awarded to OWAA. Therefore, that allocation for rehabilitation of Hangars with MAP funds has been removed from the revised ACIP.

For comparison purposes, copies of the previously approved ACIP and the revised ACIP were provided to the board.

**Mr. Munson made a motion to authorize Staff to proceed with submitting the revised ACIP to the FAA and MDOT – Office of Aeronautics. Mr. Swise supported the motion. Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.**

## **VII. Airport Manager Comments**

### **A. Timber Harvest**

Mr. Kellan reported the timber harvester has already performed tree removal at the north west end of the airfield. He reminded board members part of the harvest includes trees located along the airport fence line. Many of those trees are located within or along the Rea Road. Therefore TR Timber will be required to obtain authorization from the Iosco County Road Commission (ICRC) and provide traffic control in accordance with ICRC requirements. It is Mr. Kellan's understanding that representatives of TR Timber are now working at satisfying those requirements.

### **B. Industrial Site Readiness Planning**

Mr. Kellan reminded the Board that the Industrial Site Readiness Planning project is being implemented in collaboration with the Township of Oscoda. The project includes developing preliminary construction plans and cost estimating for extending utilities infrastructure to serve additional industrial development sites. Charter Township of Oscoda has contracted with Rowe & Associates to perform the study. The draft report has been received and is now being evaluated by Airport and Township staff. The resulting final report will then be utilized to pursue grant funding for implementing the construction work. Mr. Kellan reported that preliminary discussions about the envisioned project have been introduced to representatives of US Department of Commerce – Economic Development Administration - -for grant funding consideration.

### **C. Wurtsmith Rail Spur – Rehab Proposal**

Mr. Kellan reported that the Industrial Site Readiness Program grant included a budget of \$130,000. The contract with Rowe & Associates was for \$56,000, leaving the grant significantly underspent. This was reported at the end of the State's fiscal year. Therefore, administrators of the grant program have offered to extend the grant for another year as there is also interest in evaluating potential for reactivating the rail spur that comes into the Wurtsmith properties. There has not been a need to maintain the spur and therefore has resulted in some decay. The grant administrators would like to see a study to rehab the rail system. Mr. Kellan reported that approximately two thirds of the rail spur is located within Charter Township of Oscoda properties. Therefore he has initiated discussion with the Township's Superintendent and Economic Improvement Director as a project that representatives of the Township might pursue.

D. Michigan Launch Initiative

Mr. Kellan reported having discussion with Mr. Gavin Brown about scheduling a meeting for discussion regarding land areas desired in support of spaceport development and operations. Mr. Kellan indicated that the information would then be helpful for framing future lease agreements. Likewise, it will be helpful for evaluating the properties for existing restrictive covenant related obligations.

E. Taxiways A, B and C Rehab – Consultant Services – Independent Fee Estimate

Mr. Kellan reported that efforts to secure funding for repaving Taxiways A, B & C are looking favorable. In order to qualify for fiscal year 2022 funding the contract with an engineering consultant needs to be in place preferably during November 2021 or before the end of December of 2021. The engineering services solicitation needed to be conducted as a Qualification Based Selection process. As members of the Airport Board may recall, Mead and Hunt Inc. has been selected to provide engineering services in support of this project.

The FAA and MDOT Aero approved process for determining reasonable professional service fees involves securing an ‘Independent Fee Estimate’ (IFE) from a non-competing engineering / planning firm. The IFE is secured prior to allowing the selected engineering firm to disclose their fee proposal. RS& H Inc. was retained to provide an IFE for Phase I project services. The RS&H fee estimate was \$415,906.00. Therefore, representatives of FAA and MDOT – Aero deem Mead & Hunt’s proposed fee of \$372,832.38 to be reasonable. Mead and Hunt has since supplied a contract document which will be sent to Airport Boards Attorney for review and comments.

F. Airport Director/Manager Recruiting – Interviews Special Meeting Dates and Times

The Special Meeting Date is scheduled for Tuesday, October 26, 2021 @ 10:00 a.m. Mr. Kellan provided the proposed agenda to the board members.

Mr. Kellan finalized his report by noting the exceptional talents of Assistant Airport Manager - - Mr. Jack Brown, along with the support of airfield maintenance crew employees representatives of Kalitta Air - - when fabricating—the Runway Jet Dryer. The Jet Dryer was available for board members to view after the meeting. Mr. Kellan shared this has been a successful joint effort with Kalitta Air Avionics crew

**VIII. Public Comments**

Pete Mapes offered board members the opportunity to view the hangar and equipment where Scouts spend seven weeks each summer to build an airplane if interested, after the meeting.

**IX. Review of Bills and Payments**

October – John Swise  
November – Ann Richards

**X. Closed Session**

**Mr. Beliveau made a motion to enter into closed session for attorney – client privilege correspondence. Mr. Swise supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Dailey, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.**

**Mr. Swise made a motion to come out of closed session. Mr. Munson supported the motion. No further questions or comments. All in favor, motion carried by voice vote.**

**Ms. Richards made a motion to add Keith Newell to interview candidates for the Airport Director/Manager on October 26, 2021 at 3:00 p.m. Mr. Beliveau supported the motion. No further questions or comments. All in favor, motion carried by voice vote.**

**XI. Adjournment**

**Mr. Munson made a motion to adjourn the meeting at 11:40. Mr. Beliveau supported the motion. Motion carried by voice vote.**

Prepared by Brenda McNeill, Administrative Assistant  
Respectfully submitted by Gary Kellan, OWAA Board Secretary