

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
June 23, 2022 Meeting Minutes**

This meeting was conducted within the Airport Terminal Conference Room, located at 3961 E. Airport Drive, Oscoda, Michigan 48750.

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

II. Roll Call:

KEVIN BOYAT	PRESENT
KEVIN BELIVEAU	PRESENT
JAMES MINER	PRESENT (Alternate)
ANN RICHARDS	PRESENT
JOHN SWISE	PRESENT
MIKE MUNSON	PRESENT
DAVE DAILEY	ABSENT

OTHERS PRESENT:

JAMIE DOWNES - AIRPORT MANAGER
BRENDA MCNEILL – ADMINISTRATIVE ASSISTANT
JACK BROWN – ASSISTANT AIRPORT MANAGER
RYAN HERZOG – OSCODA PRESS
ROB EPPERT - ATTORNEY

III. ADOPTION OF AGENDA

Chairman Boyat called for the adoption of the agenda.

Ms. Richards made a motion to adopt the agenda as presented. Mr. Beliveau supported the motion. All in favor, motion carried.

IV. Approval of Minutes

A. May 19, 2022 Regular Meeting

Chairman Boyat called for approval of the April 21, 2022 regular meeting minutes.

Ms. Richards made a motion to approve the meeting minutes of May 19, 2022, as submitted. Mr. Munson supported the motion. No further questions or comments. Motion carried by voice vote.

V. Aviation Scholarship Award

A. Award Presentation

Awardee Audrey Alexander a student at Tawas Area High School and her parents attended the meeting and were introduced. Audrey will attend Michigan Technical Institute next fall. Certificate and pictures taken with the scholarship committee representatives.

VI. New Business Presentation

A. OWAA Zoning Case #2022-02 Perimeter Road Storage

Nathan Cruse and Art Cruse presented a new business plan and presentation for Perimeter Road Storage. A multi-use storage facility on 4 acres off Perimeter Road. Phased over a 4-year period and will have a 25-year lease.

Mr. Beliveau made a motion to approve the Perimeter Road Storage business proposal subject to terms and conditions finalized in the lease agreement. Mr. Swise supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Miner, Yes, Mr. Dailey, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

VII. Closed Session for Attorney Client Privileged Information

Mr. Beliveau made a motion to suspend the regular meeting and enter into closed session for discussion regarding attorney client privileged information. Ms. Richards supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Miner, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

Mr. Beliveau made a motion to return from closed session. Mr. Swise supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Miner, Yes, Mr. Swise, Mr. Beliveau, Yes, Mr. Boyat, Yes. Motion carried.

VIII. Financial Activities

A. May 2022 Financial Activities

Mr. Munson and Mr. Downes have reviewed bank statements and financial transactions during the month of May 2022. A listing of bills processed for payment, totaling

\$193,808.10, was provided to the board. Large payments of \$47K (Enviro testing), \$13K (mower), \$8K (GOVHR), \$5K (Summit fire) and \$4 (TWY design IFE) were noted. Total deposits of \$57,487 were also noted. No discrepancies were found.

Mr. Beliveau made a motion to accept and approve the May 2022 financial activities report, which included payment transactions totaling \$193,808.10. Ms. Richards supported the motion. Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Miner, Yes, Mr. Boyat, Yes. Motion carried.

IX. Current Business

A. Mulcher

Due to the large volume of fence clearing required and the recent clearing of the 80 plus acres of trees and fence line along REA rd., the airport requires a specialty piece of equipment to mulch all remaining debris and stumps below the groundline. This will allow for routine fence clearing in the future and also allow for brush hogging of the harvested areas. Cost is supplemented by the tree removal proceeds (\$20K) and future fence clearing / repair estimates. Machine specifics and cost were presented in the briefing.

Ms. Richards made a motion to approve purchasing the 72inch Diamond Drum Mulcher at a cost not to exceed \$34,000. Mr. Munson supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Miner, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Mr. Boyat, Yes. Motion carried.

B. Beacon Purchase

The vintage beacon currently in use is obsolete. It does not have available replacement parts nor qualified technicians to work or repair it. Cost to operate is substantially higher than an LED / Modern replacement. New beacon will meet FAA standards and be a high output LED. Airports with lighted runways are required to have a beacon. Failure of beacon would result in a 2-3 month back order and install time, pending weather. Replacement will also include removing the 220 service from the power shack next to the terminal, relocating it into the terminal and eventually allowing for shack removal.

Mr. Beliveau made a motion to approve the beacon purchase and installation for an amount not to exceed \$18,000. Mr. Swise supported the motion. Mr. Munson, Yes, Mr. Miner, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.

C. July Meeting Date Change

Mr. Brown and Mr. Downes will be attending the Airport 101 Course by MDOT on July 21st in Livingston County, MI which conflict with the July OWAA board meeting date.

Mr. Beliveau made a motion to change the July 21, 2022 board meeting date to July 20, 2022. Ms. Richards supported the motion. Mr. Miner, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

D. Wurtsmith Air Museum Fly-In Special Use Permit

The Wurtsmith Air Museum is requesting permission to use airport property for a Fly-In Weekend on August 20th and August 21st, 2022. Pancake breakfasts will be served from 8am to 11am by the Oscoda Rotary both days. Pilots fly in during that time. The Museum is expecting 40-50 planes total for both days.

The Museum will be open 11am – 3pm on Friday, Saturday and Sunday from 8am-3pm.

Ms. Richards made a motion to approve the Wurtsmith Air Museum Fly-In Weekend on August 20th and 21st , 2022 on airport property. Mr. Beliveau supported the motion. Mr. Munson, Yes, Mr. Miner, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.

X. Airport Manager Comments

A. Kalitta Engine Run up Bldg.

This project has been approved for a pen and ink change on the Airport Layout Plan. This project is now underway and will be updated as it progresses.

B. Terminal Roofing Update

This project is complete. Staff are waiting on the Duro -Last roof warranty and flashing to be completed by the installer.

C. TWY A,B & C Project Update

The bid came in at 6.9 million dollars. The contractor is Reith-Reily. The airports portion will be approximately \$375,000.

D. Conflict of Interest Forms

Board members were asked to sign and return. Mr. Munson clarified his role as an Independent Contractor for Phoenix Flight Services and Phoenix Composite Solutions.

Mr. Downes reported a recent FAA inspection with no discrepancies.

XI. Public Comments

None

XII. Board Member Comments

None

XIII. Review of Bills and Payments

June – John Swise

July - Kevin Beliveau

August- Mike Munson

IX. Adjournment

Ms. Richards made a motion to adjourn the meeting at 11:53 a.m. Mr. Munson supported the motion. All in favor. Motion carried.

Respectfully submitted by Ms. Brenda McNeill on behalf of Mr. Jamie Downes.