

**OSCODA-WURTSMITH AIRPORT AUTHORITY  
BOARD OF DIRECTORS  
January 19, 2023 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
ROB HUEBEL	PRESENT
ANN RICHARDS	PRESENT
JOHN SWISE	ABSENT
MIKE MUNSON	PRESENT
DAVE DAILEY	ABSENT

**OTHERS PRESENT:**

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

**III. ADOPTION OF AGENDA**

Chairman Boyat called for the adoption of the agenda.

**Mr. Munson made a motion to approve the agenda as presented. Mr. Beliveau supported the motion. All in favor, motion carried by voice vote.**

**IV. Approval of Minutes**

**A. December 15, 2022 Regular Meeting**

Chairman Boyat called for approval of the December 15, 2022 regular meeting minutes.

**Mr. Beliveau made a motion to approve the meeting minutes of December 15, 2022, as presented. Mr. Huebel supported the motion. No further questions or comments. Motion carried by voice vote.**

**V. Closed Session For Attorney Client Privileged Information**

**Ms. Richards made a motion to enter into Closed Session at 10:02 a.m. to discuss Attorney Client Privileged information. Mr. Munson supported the motion. Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.**

**Ms. Richards made a motion to come out of Closed Session. Mr. Munson supported the motion. Mr. Huebel, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.**

**VI. Financial Activities**

**A. December 2022**

Mr. Boyat and Mr. Downes reviewed bank statements and financial transactions during the month of December 2022. A listing of bills processed for payment, totaling \$193,210.76 was provided to the board. Payments of \$54 for partial annual Insurance, \$30K for our paint sprayer on order, \$7k for pond liner repair and \$3.5K for Audit expense. Total deposits of \$147,901.16 were also noted. No discrepancies were found.

Mr. Munson requested information regarding deposits made to the airport and where they originated from. Discussion took place regarding lease revenue typically being the main source of revenue. Mr. Downes will provide updates on deposit information.

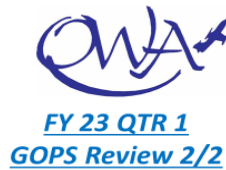
**Mr. Munson made a motion to approve the December 2022 financials report, which includes payment transactions totaling \$193,210.76. Mr. Beliveau supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Boyat, Yes. Motion carried.**

**B. Quarterly Budget Review:** An overview of expenditures and revenue from FY23 QT1



- Other Revenue – Expecting overage
- Overtime – Expecting Overage

FY23 General Operations Budget (GOPS)	FY23 Adopted	FY-23 Amended	FY-23 Actual	1st Month Percent
Less Revenue	\$ 1,900,000.00		\$ 473,269.81	31.55%
Fee Revenue				
Landing Fees (Est.)	\$ 15,000.00		\$ 4,710.25	31.40%
FBO Fees (Est.)	\$ 100.00		\$ 120.00	120.00%
Other Fees				
Additional Revenue				
Bank Interest (Est.)	\$ 500.00		\$ 1,802.85	360.53%
Certificates of Deposit Interest			\$ -	
Rent from Buildings, Leases			\$ -	
Tenant Water & Sewer	\$ 70,000.00		\$ 22,953.85	32.74%
Other Revenue (Est.)	\$ 10,000.00		\$ 11,466.93	114.67%
Franchise Revenue (Est.)	\$ -		\$ -	#DIV/0!
<b>Operating Revenues</b>	<b>\$ 1,935,400.00</b>	<b>\$ -</b>	<b>\$ 513,634.41</b>	<b>32.19%</b>
<b>Budgeted General Operating Revenues</b>	<b>\$ 1,935,400.00</b>	<b>\$ -</b>	<b>\$ 513,634.41</b>	<b>32.19%</b>
<b>Expenditures</b>	<b>FY23 Adopted</b>	<b>FY-23 Amended</b>	<b>FY-23 Actual</b>	<b>Percent</b>
<b>General Staff Expense</b>				
Wages, Full Time	\$ 475,000.00		\$ 112,294.88	23.66%
Wages, Part Time	\$ 15,000.00		\$ 4,340.38	28.93%
Wages, Overtime	\$ 40,000.00		\$ 14,747.21	36.87%
Medical	\$ 9,000.00		\$ 1,942.75	21.59%
Social Security	\$ 33,000.00		\$ 8,357.08	25.33%
Medical Insurance	\$ 150,000.00		\$ 29,890.65	19.93%
Medical Prescription Reimbursements	\$ 2,800.00		\$ 281.25	10.05%
Life Insurance/Disability Ins.	\$ 17,000.00		\$ 4,655.86	27.40%
Workers Comp. Insurance	\$ 8,000.00		\$ 1,525.00	19.06%
Retirement	\$ 50,000.00		\$ 12,377.92	24.76%
Unemployment Benefits	\$ 5,000.00		\$ -	0.00%
Contract Labor	\$ -		\$ -	#DIV/0!
<b>Sub-Total</b>	<b>\$ 865,000.00</b>	<b>\$ -</b>	<b>\$ 192,083.03</b>	<b>22.09%</b>



- Insurance – 7-8K savings (Closed out)
- A and Acct – 100% Closed out
- Separated Accounting
- AMR – 12.7K Cement GA Ramp; Expecting 2 x 3 times Expenditure for Apron (USA Jet) and additional GA Ramp repair.

<b>Supplies and Services</b>				
1 Operating Administrative Supplies	\$ 5,000.00		\$ 890.88	17.82%
2 Telephones	\$ 9,000.00		\$ 2,298.93	25.54%
3 Postage	\$ 1,500.00		\$ 346.38	23.09%
4 Travel and Transportation	\$ 21,000.00	\$ 21,000.00	\$ -	0.00%
5 Insurance	\$ 85,000.00		\$ 72,705.00	85.54%
6 Utilities, Occupied Buildings	\$ 45,000.00		\$ 12,871.61	28.60%
7 Utilities, Unoccupied Buildings	\$ 12,000.00		\$ 3,086.57	25.72%
8 Tenant Water & Sewer	\$ 70,000.00		\$ 22,548.85	32.24%
9 Custodial Supplies/Building Janitorial Sys	\$ 14,000.00		\$ 2,864.05	20.46%
10 Refuse Service	\$ 4,000.00		\$ 1,217.42	30.43%
11 License, Fees, Dues and Subscriptions	\$ 4,000.00		\$ 1,007.42	25.19%
12 Uniforms & Safety Equipment	\$ 6,000.00		\$ 1,279.32	21.32%
13 Property Taxes	\$ 4,000.00		\$ -	0.00%
14 Meals & Entertainment	\$ 4,000.00	\$ 4,000.00	\$ 1,053.32	26.33%
15 Safety, Compliance and Training	\$ 10,000.00		\$ 1,452.21	14.52%
<b>Sub-Total</b>	<b>\$ 294,000.00</b>	<b>\$ -</b>	<b>\$ 128,848.28</b>	<b>43.84%</b>
<b>Professional Services</b>				
16 Audit and Accounting	\$ 4,000.00		\$ 3,560.00	89.00%
17 Legal	\$ 35,000.00		\$ 3,441.68	9.83%
18 Radio - NAVIAD Maintenance	\$ 3,000.00		\$ 853.75	28.46%
19 Engineering & Consultants	\$ 10,000.00		\$ -	0.00%
20 Advertising & Marketing	\$ 7,500.00		\$ 2,098.66	27.98%
21 Prior Accounting / Bookkeeping Services	\$ 12,568.92		\$ 12,568.92	100.00%
22 Current Accounting / Bookkeeping Services	\$ 40,431.08		\$ 1,160.00	2.87%
23 Other Professional Service	\$ 10,000.00		\$ 4,700.00	47.00%
24 Scholarships	\$ 6,000.00		\$ -	0.00%
<b>Sub-Total</b>	<b>\$ 128,000.00</b>	<b>\$ -</b>	<b>\$ 28,489.67</b>	<b>22.30%</b>
<b>Fleet and Airfield Maintenance</b>				
25 Airside Maintenance and Repair	\$ 45,000.00		\$ 32,617.54	72.48%
26 Landside Maintenance and Repair	\$ 10,000.00		\$ 4,462.33	44.62%
27 Vehicle Maintenance and Repair	\$ 40,000.00		\$ 13,121.16	32.80%
28 Airfield Lighting Maintenance and Repair	\$ 10,000.00		\$ -	0.00%
29 Building Maintenance and Repair	\$ 25,000.00		\$ 1,578.17	6.31%
30 Vehicle Fuel	\$ 45,000.00		\$ 11,676.43	25.95%
<b>Sub-Total</b>	<b>\$ 175,000.00</b>	<b>\$ -</b>	<b>\$ 62,445.63</b>	<b>35.68%</b>
<b>Operating Expenses</b>	<b>\$ 1,484,800.00</b>	<b>\$ -</b>	<b>\$ 409,874.61</b>	<b>27.61%</b>
<b>Budgeted General Operating Expenses</b>	<b>\$ 1,484,800.00</b>	<b>\$ -</b>	<b>\$ 409,874.61</b>	<b>27.61%</b>
<b>Operating Revenue</b>	<b>\$ 1,935,600.00</b>	<b>\$ -</b>	<b>\$ 513,694.41</b>	<b>32.19%</b>
<b>Total Operating Revenue</b>	<b>\$ 190,800.00</b>	<b>\$ -</b>	<b>\$ 103,819.80</b>	<b>54.41%</b>



- GOE – Copier (Closed out)
- AEP – Broom Cost push to FY23
- LECR – Expecting overage

FY23 Capital Improvement Budget Revenue - 202220	FY23 Adopted	FY23 Amended	FY23 Actual	1st Month Percent
Capital Improvements - Revenue				
Fleet Contributions	\$ -		\$ -	0%
Other Income	\$ -		\$ -	0%
Grant - FAA Tech Ops - reimbursable	\$ -		\$ -	0%
Grant - MDOT Am.	\$ -		\$ -	0%
Grant - MDOT Life Sustainment Program	\$ 100,000.00		\$ -	0%
OWA/LFA Contributions	\$ 600,000.00		\$ -	0%
Other Outside Revenue	\$ -		\$ -	0%
Amort Sales	\$ 92,000.00	\$ 92,000.00	\$ 93,309.78	101%
Amort Sales	\$ -		\$ -	0%
<b>Budgeted Capital Revenue</b>	<b>\$ 792,000.00</b>	<b>\$ -</b>	<b>\$ 93,309.78</b>	<b>11.78%</b>
<b>Total Capital Improvement Revenue</b>	<b>\$ 792,000.00</b>	<b>\$ 92,000.00</b>	<b>\$ 93,309.78</b>	<b>12%</b>
<b>Capital Improvement - Expenses</b>	<b>FY2023 Adopted</b>	<b>FY2023 Amended</b>	<b>FY2023 Actual</b>	<b>1st Month Percent</b>
40 General Office Equipment	\$ 7,500.00		\$ 7,256.99	97%
41 Radio - NAVIAD Equipment	\$ 5,000.00		\$ -	0%
42 Landside Structures	\$ 10,000.00		\$ 3,000.00	30%
43 Landside Equipment Purchases	\$ -		\$ 877,000	#DIV/0!
44 Airside Structures	\$ 10,000.00		\$ -	0%
45 Airside Equipment Purchases	\$ 30,000.00		\$ 33,426.00	112%
46 Airside Equipment Repairs	\$ 5,000.00		\$ -	0%
47 Lease Equip. Copier/Scanners	\$ 15,000.00		\$ 6,047.78	40%
48 Building Improvements	\$ 203,000.00	\$ 203,000.00	\$ 113,876.71	56%
49 Building Demolition	\$ 75,000.00		\$ 33,000.00	44%
50	\$ -		\$ -	0%
50 Engineers / Prof. Fees - Capital Imp. Proj.	\$ 40,000.00		\$ 7,898.68	20%
51 MEDC - Site Readiness Design and Grant Acq.	\$ 165,000.00		\$ -	0%
<b>Budgeted Capital Imp. Expenses</b>	<b>\$ 505,500.00</b>	<b>\$ -</b>	<b>\$ 204,604.56</b>	<b>40%</b>
<b>Budgeted AEP Funded Projects - Local Match - FY2022 (Lease A, B, C, Sebel, Desjar, A)</b>	<b>\$ 125,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Budgeted Capital Improvement Expenses LGA and Grant</b>	<b>\$ 630,500.00</b>	<b>\$ -</b>	<b>\$ 204,604.56</b>	<b>32%</b>
FY23 Light Street Construction	\$ 400,000.00		\$ -	0%
Fuel Farm and Building Dem.	\$ 50,000.00	\$ 50,000.00	\$ -	0%
<b>Budgeted Capital Expenses - Sub-Total</b>	<b>\$ 630,500.00</b>	<b>\$ -</b>	<b>\$ 204,604.56</b>	<b>32%</b>
<b>Capital Revenue</b>	<b>\$ 792,000.00</b>	<b>\$ -</b>	<b>\$ 93,309.78</b>	<b>12%</b>
<b>Total Capital Expenses</b>	<b>\$ 173,500.00</b>	<b>\$ -</b>	<b>\$ 111,294.80</b>	<b>64%</b>

Oscoda-Wurtsmith Airport Board Meeting  
January 19, 2023



**FY 23 QTR 1  
CIB Review**

- GOE – Copier (Closed out)
- AEP – Broom Cost push to FY23
- LECR – Expecting overage

FY 23 Capital Improvement Budget	FY 23 Adopted	FY 23 Amended	FY 23 Actual	1st Month Percent
<b>Capital Improvements - Revenue</b>				
Tenant Contributions	\$ -	\$ -	\$ -	0%
Other Income	\$ -	\$ -	\$ -	
Grant - FAA Tech Ops - Reimbursable	\$ -	\$ -	\$ -	
Grant - MIDOT Aero	\$ -	\$ -	\$ -	0%
Grant - MIEOC Site Readiness Program	\$ 105,000.00	\$ -	\$ -	
OWAA LDFA Contributions	\$ 550,000.00	\$ -	\$ -	
Other Outside Revenue	\$ -	\$ -	\$ -	
Asset Sales	\$ 92,000.00	\$ 92,000.00	\$ 93,309.70	101%
	\$ -	\$ -	\$ -	
<b>Budgeted Capital Revenue</b>	<b>\$ 747,000.00</b>	<b>\$ 92,000.00</b>	<b>\$ 93,309.70</b>	<b>12%</b>
<b>Total Capital Improvement Revenue</b>				
	<b>\$ 747,000.00</b>	<b>\$ 92,000.00</b>	<b>\$ 93,309.70</b>	<b>12%</b>
<b>Capital Improvement - Expenses</b>				
40 General Office Equipment	\$ 7,500.00	\$ 7,266.99	\$ 7,266.99	97%
41 Tents, Temporary Equipment	\$ 5,000.00	\$ -	\$ -	0%
42 Landscape Infrastructure	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00	30%
43 Landscape Equipment Purchases	\$ -	\$ -	\$ -	0%
44 Landscape Infrastructure	\$ 10,000.00	\$ -	\$ -	0%
45 Aerials Equipment Purchases	\$ 30,000.00	\$ 33,625.00	\$ 33,625.00	112%
46 Aerials Personnel Expenses	\$ 5,000.00	\$ -	\$ -	0%
47 Large Equip. Capital Repairs	\$ 15,000.00	\$ 9,467.76	\$ 9,467.76	63%
48 Building Improvements	\$ 293,000.00	\$ 293,000.00	\$ 112,876.21	39%
49 Building Demolition	\$ 75,000.00	\$ 33,000.00	\$ 33,000.00	44%
	\$ -	\$ -	\$ -	
50 Catering (Fuel, Snacks - Capital Imp. Proj)	\$ 40,000.00	\$ 7,898.50	\$ 7,898.50	20%
51 MIEOC - Site Readiness Design and Grant Act	\$ 105,000.00	\$ -	\$ -	0%
	\$ -	\$ -	\$ -	
<b>Budgeted Capital Imp. Expenses</b>	<b>\$ 585,500.00</b>	<b>\$ 394,404.54</b>	<b>\$ 204,404.54</b>	<b>35%</b>
<b>Budgeted AEP Funded Projects - 1 or at Match</b>				
FY 2022 - Leases A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z	\$ 375,000.00	\$ -	\$ -	0%
<b>Budgeted Capital Improvement Expenses LDFA and Grant</b>				
FY23 Flight Street Construction Fuel Farm and Building Demo	\$ 500,000.00	\$ 50,000.00	\$ -	0%
	\$ -	\$ -	\$ -	0%
<b>Budgeted Capital Expenses - Sub-Total</b>	<b>\$ 940,500.00</b>	<b>\$ 444,404.54</b>	<b>\$ 204,404.54</b>	<b>24%</b>
<b>Capital Revenue</b>	<b>\$ 747,000.00</b>	<b>\$ 92,000.00</b>	<b>\$ 93,309.70</b>	<b>12%</b>
<b>Total Capital Expenses</b>	<b>\$ (193,500.00)</b>	<b>\$ (111,294.85)</b>	<b>\$ (111,294.85)</b>	<b>15%</b>

**FY23 1st Quarter Budget Amendment**

Budget amendments include administrative changes to the budget line items, adding a Meals and Entertainment category to the GOPS, as suggested by the Audit service. This will capture any meals, meeting supplies and Per Diem for travel. This addition will move 4K from Travel and Transportation budget to offset this new line item. No additional funds needed.

Also, there will be an addition of the LDFA Fuel Farm Demo line item to the CIB. This will offset the revenue line item for LDFA funds of 50K. We will be using the OWAA account to pay for the 50K demo and being reimbursed from LDFA (Approved), so I wanted to track those funds in and out of budget correctly.



**January Budget Amendments**

- Administrative in Nature
- No monetary increase
- Fuel Farm Expense
- Meals and Entertainment Category Addition

**Capital Improvements Budget**

Capital Improvements - Revenue			
Tenant Contributions	\$ -		
Other Income	\$ -		
Grant - FAA Tech Ops - Reimbursable	\$ -		
Grant - MIDOT Aero	\$ -		
Grant - MIEOC Site Readiness Program	\$ 105,000.00		
OWAA LDFA Contributions	\$ 550,000.00		
Other Outside Revenue	\$ -		
Asset Sales	\$ 92,000.00	\$ 92,000.00	
	\$ -		
<b>Budgeted Capital Revenue</b>	<b>\$ 747,000.00</b>		
<b>Budgeted Capital Improvement Expenses LDFA and Grant</b>			
FY23 Flight Street Construction	\$ 500,000.00		
Fuel Farm and Building Demolition	\$ 50,000.00	\$ 50,000.00	

**General Operations Budget**

Supplies and Services			
Operating Administrative Supplies	\$ 5,000.00		
Telephones	\$ 9,000.00		
Postage	\$ 1,500.00		
Travel and Transportation	\$ 21,000.00	\$ 21,000.00	
Insurance	\$ 85,000.00		
Utilities, Occupied Buildings	\$ 45,000.00		
Utilities, Unoccupied Buildings	\$ 12,000.00		
Tenant Water & Sewer	\$ 70,000.00		
Custodial Supplies/Building Janitorial Svs	\$ 14,000.00		
Refuse Service	\$ 4,500.00		
License, Fees, Dues and Subscriptions	\$ 4,500.00		
Uniforms & Safety Equipment	\$ 6,500.00		
Property Taxes	\$ 4,000.00		
Meals and Entertainment	\$ 4,000.00	\$ 4,000.00	
Safety, Compliance and Training	\$ 10,000.00		
<b>Sub-Total</b>	<b>\$ 296,000.00</b>	<b>\$ 25,000.00</b>	

**Resolution 2023-02 Second Quarter Budget Amendments**

**Mr. Beliveau made a motion to accept and approve Resolution 2023-02, amending the Airport Capital Improvement Budget and the General Operating Budget for 1st Quarter, FY23. Mr. Huebel supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Boyat, Yes. Motion carried.**

**VII. Current Business**

**A. Officer's Elections**

**Mr. Huebel nominated Mr. Boyat for Chairman. Mr. Munson supported the nomination. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Boyat, Yes. Motion carried.**

**Mr. Munson nominated Mr. Swise for Vice Chairman. Mr. Huebel supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Beliveau, Yes, Mr. Boyat, Yes. Motion carried.**

**Ms. Richards nominated Mr. Downes to continue to serve as Secretary/Treasurer. Mr. Huebel supported the motion. Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.**

**Mr. Beliveau nominated Ms. Richards to serve on the Executive Committee, Ms. Richards respectively declined.**

**Mr. Beliveau nominated Mr. Huebel, Mr. Boyat and Mr. Munson to serve on the Executive Committee with Mr. Swise being an Alternate. Ms. Richards supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Boyat, Yes. Motion carried.**

**B. Appointment's Overview**



**OWAA Appointment's Overview**

Oscoda-Wurtsmith Airport Authority Board Terms of Appointment		
Board Member	Representing	Term Expires
Kevin Boyat, Chairman	Alcona County	December 31 <sup>st</sup> , 2026
John Swise, Vice-Chairman	Alcona At-Large	December 31 <sup>st</sup> , 2023
Ann Richards	Oscoda Township	November 20 <sup>th</sup> , 2024
Kevin Beliveau	AuSable Township	November, 2024
Rob Huebel	Iosco County	December 31 <sup>st</sup> , 2025
David Dailey	Greenbush Township	December, 2024
Mike Munson	Iosco At-Large	December 31 <sup>st</sup> , 2023

**C. Operation Northern Strike Overview**

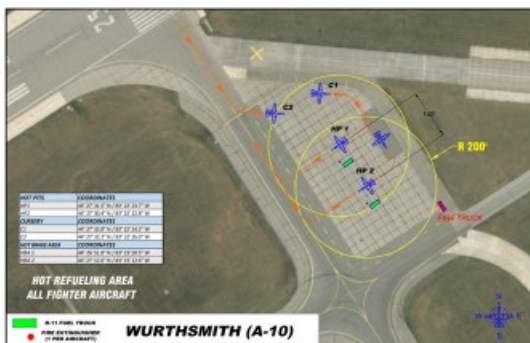
As previously briefed during the summer's version, OWAA will support the MI ANG and support units, refueling and re-arming multiple A-10 aircraft. Coordination is ongoing and event is weather dependent. Exec Comm has approved the operations plan and safety oversight. No expected hurdles or safety concerns



**Operation Northern Strike Winter Event**

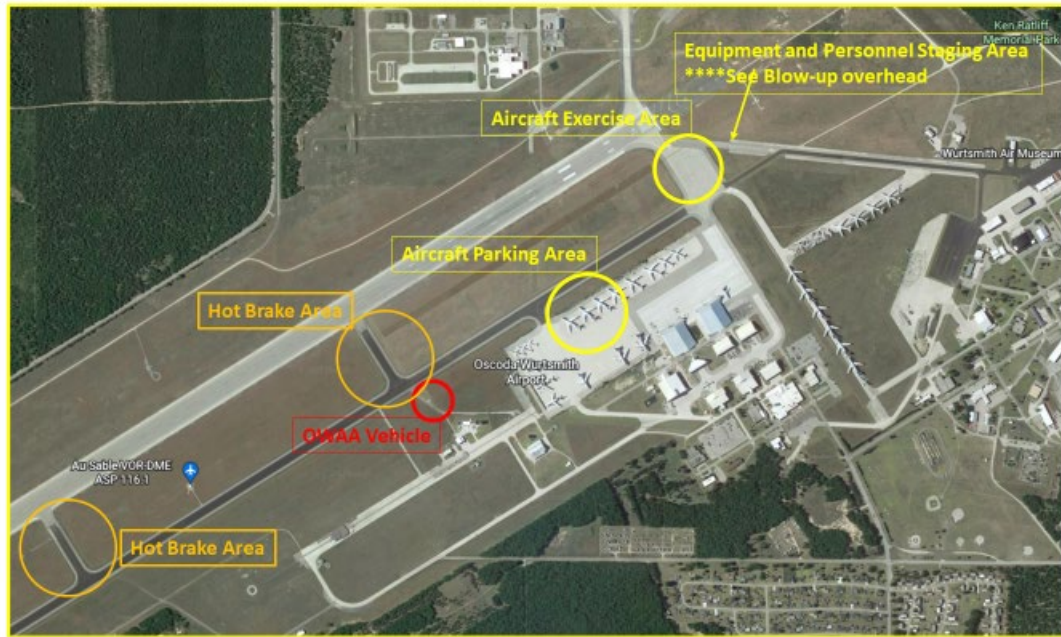
**Exec Comm Briefing Held Jan 9, 1400 / Approved**

- **Where:** OWA Hammerhead
- **When:** January 23rd, 2023/ Weather Dependent
- **Who:** MI ANG A-10 aircraft (6), CH-47(2)



- **How:** CRTC Alpena ARFF / Fuel Truck / Partial FBO Fuel
- **Expected Sorties / Times:** 0930-1300, (1030/1100/1200)
- **2/Munitions drop – 2/Fuel + munitions load – 2/Fuel**
- **Staging area on closed Delta Taxiway**
- **Cost: No expected cost to OWAA**
- **Concerns: NSTR / No safety Concerns**

**Operation Northern Strike / January 23 / 0930-1300**



**D. MAAE Winter Conference Dates and Approval**

The winter MAAE conference dates are the February 15<sup>th</sup> and 16<sup>th</sup>, Wednesday and Thursday. Mr. Downes and Mr. Brown sought approval to attend the meeting in Lansing at a cost of roughly \$750 per attendee. Members will drive to conference and return on Thursday night after the conference. The agenda is still in the works and the conference has been budgeted.

**Mr. Beliveau made a motion to approve Mr. Downes and Mr. Brown and any additional Board Members who wish to attend the winter MAAE conference in Lansing. Ms. Richards supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Beliveau, Yes, Mr. Boyat, Yes. Motion carried.**

**E. February Meeting Move/Cancel**

The February meeting date falls on the winter conference dates and we would like to push the meeting to the following week, pending cancel if the Manager believes there is no pertinent items to discuss. The first week of Feb we will reassess the need for a February meeting.

**Ms. Richards made a motion to cancel the Thursday, February 16, 2023 meeting. Mr. Beliveau supported the motion. Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.**

## **VIII Airport Manager Comments**

### **A. Fuel Farm**

Mr. Downes provided an update on the Fuel Farm demolition. He estimates the completion in approximately three weeks.

### **B. Dump/Dozer Update**

Mr. Downes provided an update on the clean up of the dump area. A dozer was rented to push back the cement and debris that has accumulated over the year from various projects and make room. The airport is not allowed to remove soils and/or cement off from the airport and the dump is used for storage of these materials.

### **C. Scrap Tire Event**

A Grant for a scrap tire event through EGLE will allow the airport to dispose of an excess of scrap tires. Airport tenants will also participate in the event that will take place in May 2023.

### **D. Solar Update**

Consumers Energy has reached out to inform the airport that they will not be pursuing solar. The airport has been informed that it is too costly to bring the power to the station that would process it.

### **E. Storage Update**

Perimeter Storage has received their approval from the FAA and a County permit. A land lease was executed recently. They will hold a groundbreaking in early spring.

### **F. Run-Up Shelter Update**

The official groundbreaking will be in the spring.

### **G. Taxiway Payment/MDOT/CRSSA/ARPA Funds**

Mr. Downes will be submitting paperwork for both CRSSA and ARPA funds through MDOT. These are additional funding sources from COVID for operational costs.



**IX. Public Comments**

None

**X. Board Member Comments**

None

**XI. Review of Bills and Payments**

**January – Ann Richards**

**February – Kevin Beliveau**

**March - John Swise**

**XII. Adjournment**

**Mr. Munson made a motion to adjourn the meeting at 11:18 a.m. Mr. Beliveau supported the motion. All in favor. Motion carried.**

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