

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
August 24, 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
BILL PALMER	PRESENT
JOHN SWISE	ABSENT
MIKE MUNSON	PRESENT
DAVE DAILEY	PRESENT

OTHERS PRESENT:

JAMIE DOWNES
BRENDA MCNEILL
JACK BROWN
ROB EPPERT

III. ADOPTION OF AGENDA

Chairman Boyat called for the adoption of the agenda.

Mr. Downes reported the closed session would be cancelled.

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

IV. Approval of Minutes- June 15, 2023

Chairman Boyat called for approval of the June 15, 2023 regular meeting minutes.

Mr. Dailey noted that he was marked absent from the June 15, 2023 meeting, although he attended, but was late to the meeting. Meeting minutes reflect Mr. Dailey's arrival/attendance.

Mr. Beliveau made a motion to approve the meeting minutes of June 15, 2023, as presented. Mr. Huebel supported the motion. No further questions or comments. Motion carried by voice vote.

V. CLOSED SESSION for Attorney Client Privilege Information- CANCELLED

VI. Financial Activities

A. June 2023 Financials

Mr. Dailey and Mr. Downes have reviewed bank statements and financial transactions during the month of June 2023. A listing of bills processed for payment, totaling \$154,225.17, was provided to the board. Payments of 10K for power and electrical work in Bldg. 140 and Cell 11, 4k for Run-up Shelter CATEX, 12k for Runway Paint were noted. Total deposits of \$169,098.65 were also noted, highlighting deposits, other than lease revenue include the SAGE closeout 23K, LDFA reimbursement 9K, and the Cross Oceans aircraft Lease 4K.

Mr. Dailey made a motion to accept the June 2023 financial activities report, which includes payment transactions totaling \$154,225.17. Mr. Palmer supported the motion. Mr. Palmer, Yes, Mr. Huebel, Yes, Mr. Munson, Yes, Mr. Beliveau, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

B. July 2023 Financials

Mr. Boyat and Mr. Downes have reviewed bank statements and financial transactions during the month of July 2023. A listing of bills processed for payment, totaling \$129,973.69, was provided to the board. Payments of 14k for demolition and 6k for gates and fencing were noted. Total deposits of \$129,048.27 were also noted, highlighting deposits, no other than lease revenue noted.

Mr. Dailey made a motion to accept the July 2023 financial activities report, which includes payment transactions totaling \$129,973.69. Mr. Munson supported the motion. Mr. Palmer, Yes, Mr. Huebel, Yes, Mr. Munson, Yes, Mr. Beliveau, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

C. FY 2023 Current budget

Mr. Downes reported through July of FY23 and 10 months of budgeting, the OWA baseline percentage for reference is 83%. OWA is tracking slightly above in revenue and slightly below in operating and CIP expenses.

D. FY 2023 Budget Amendment – Resolution 2023-07

Budget Amendments were briefed, all amendments were administrative in nature, with no additional expenditure.

FY 2023 4th Qtr Budget Amendments
Resolution 2023-07 Approval

Overall Current Financial Picture: GOPS

Tracking 88% for Revenue – Above Glideslope

Tracking 82% For expenses – At Glideslope

Amendments: GOPS

Supplies and Service = Travel and Training Related / No increase

Professional Services = Other Professional Service / No Increase

Overall Current Financial Picture: CIB

Tracking 90% For expenses – Slightly Above Glideslope

Amendments: CIB

Airside Infrastructure = Increase 20K / Moved from Building Improvement / No increase

Building Demo = Increase 10K / Moved from Building Improvement / No Increase

Mr. Dailey made a motion to approve Resolution 2023-07 amending the FY 2023 budget, which included administrative budget changes. Mr. Munson supported the motion. Mr. Palmer, Yes, Mr. Huebel, Yes, Mr. Munson, Yes, Mr. Beliveau, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

VII. Current Business

A. Perimeter Road Project – Iosco Road Commission/LDFA Agreement



Perimeter Road Project Fall 2023

Total Cost = \$375K-400K

OWAA LDFA Portion 70% = \$262.5K- \$280K

**OWAA LDFA Deposit = 50% of total \$200K Due upon Signing Contract
asap (\$192,849.12)**

Project Specifics:

- Rubblize Concrete
- Cover with 4-6 Inches of new asphalt
- Van Etten to Pride Rd = 1.3 miles
- Antigo / Bolen
- ICRC Partnership / Bidding and Award Complete
- **RESOLUTION 2023-03 APPROVED**

Mr. Downes reported the LDFA board recently approved the payment and agreement to repair Perimeter Road. The LDFA and OWAA will enter into an agreement to pay for the project as well as OWAA will enter into an agreement with the ICRC for the project.

Mr. Dailey approved the Perimeter Road Project/Agreement with Iosco County Road Commission and Local Development Finance Authority (LDFA) financial commitment. Mr. Beliveau supported the motion. **Mr. Palmer, Yes, Mr. Huebel, Yes, Mr. Munson, Yes, Mr. Beliveau, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.**

B. 2024 Budget Overview

Mr. Downes presented the FY 2024 General Operations and Capital Improvement Budget. As briefed, Mr. Downes expects higher revenue and lower expenditures. Further discussion and category expenses were discussed in detail with an opportunity for questions.

Mr. Dailey made a motion to approve the FY 2024 General Operations and Capital Improvement budget. Mr. Palmer supported the motion. Mr. Palmer, Yes, Mr. Huebel, Yes, Mr. Munson, Yes, Mr. Beliveau, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

C. Project Updates – Brown

Mr. Brown provided updates on the taxiway project, Kalitta Run up Shelter project and crack sealing. Mr. Brown also provided updates on Northern Strike 2023.

D. Leasing Updates – McNeill

Ms. McNeill provided updates on Bldg. 228 with Pam Loveless Enterprises, Inc., Lease Amendments extending for additional five years for Kalitta and Forward Energy, Bldg. 1600 potential lease with Alpena Community College and special events that were held recently including the Wurtsmith Air Museum Pancake Breakfast and Fly-In, Boy Scouts Camporee and Young Eagle Flights. Ms. McNeill also reported on Northern Strike 2023.

VIII. Director Comments

Mr. Downes provided brief updates on the following:

- A. UST/OES/Aircraft
- B. CM Course
- C. VIRTOWER

IX. Public Comments

None

X. Board Member Comments

None

XI. Review of Bills and Payments

September – **Swise**
October - **Palmer**
November - **Munson**
December – **Huebel**

XII. Adjournment

Mr. Munson made a motion to adjourn the meeting at 11:56 a.m. Mr. Beliveau supported the motion. Motion carried.

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