

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
September 22, 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
ROB HUEBEL	ABSENT
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
GREG SCHULZ

III. ADOPTION OF AGENDA

Chairman Boyat called for the adoption of the agenda.

Mr. Downes provided an amended agenda to the board with the following changes: Closed Session was cancelled and items B.)Snow Equipment Purchase and C). AWOS Contract Resolution 2022-06 were added to the agenda.

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

IV. Approval of Minutes

A. August 18, 2022 Regular Meeting

Chairman Boyat called for approval of the August 18, 2022 regular meeting minutes.

Mr. Munson made a motion to approve the meeting minutes of August 18, 2022, as presented. Mr. Swise supported the motion. No further questions or comments. Motion carried by voice vote.

V. Closed Session For Attorney Client Privileged Discussion

Cancelled

VI. Financial Activities

A. August 2022 Financial Activities

Mr. Munson and Mr. Downes reviewed bank statements and financial transactions during the month of August 2022. A listing of bills processed for payment, totaling \$183,016.52 was provided to the board. Large payments of \$6,000.00 to Michigan Tech University for the Scholarship recipient were noted. Total deposits of \$118,847.02 were also noted. No discrepancies were found.

Mr. Beliveau made a motion to approve the August 2022 financial activities report which includes payment transactions totaling \$183,016.52. Ms. Richards supported the motion. Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

VII. Current Business

A. Isuzu

Mr. Downes reported the Isuzu Motor Corporation has requested use of Taxiway A for testing. The specific dates are TBD but are expected to be somewhere in the last week of September to the end of October. The charge will be \$1,000.00 per day and allow for use of the Taxiway and maintenance building for storage of vehicles and one Staff for communication & safety. They are planning 5-7 days of rental.

Mr. Munson made a motion to approve Isuzu Motor Corporation for use of Taxiway A and OWAA maintenance garage and one Staff for communication/Safety for vehicle testing and storage at a cost of \$1,000.00 per day with specific dates to be determined. Mr. Swise supported the motion. Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

B. Snow Equipment Purchase

Mr. Downes reported that Flint-Bishop Airport has offered for sale a 1992 Oshkosh HB-2518 Chassis/Sweepster TA3100P22 Broom/SnoGo TR44 Blower for \$7,500.00. There will be associated costs with delivery and a possible clutch fix, but the investment will be significantly

lower than any future opportunity as equipment continues to get more expensive and the airport AIP funding will not cover equipment.

Mr. Brown provided further information and answered questions regarding the machine. The machine will need heated storage in the future.

Mr. Beliveau made a motion to approve a purchase to Flint-Bishop Airport in an amount not to exceed \$20,000.00 for a 1992 Oshkosh HB-2518 Chassis/Sweepster TA3100P22 Broom/SnoGo TR44 Blower for \$7,500.00 and costs associated with repairs and delivery. Mr. Munson supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Mr. Boyat, Yes. Motion carried.

C. Resolution 2022-06 AWOS Service Contract

MDOT AWOS contract renewal requires a signature to approve the Airport Manager to sign on behalf of the airport. The contract ensures maintenance of the AWOS system. Mr. Downes reported the funds to cover the maintenance are budgeted each year.

Mr. Munson made a motion to approve the adoption of Resolution 2022-06, providing the Airport Manager authorization to sign the Automated Weather Observation Service (AWOS) contract with Michigan Department of Transportation (MDOT). Mr. Swise supported the motion. Mr. Munson, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Ms. Richards, Yes, Mr. Boyat, Yes. Motion carried.

VIII. Airport Manager Comments

A. B-52 Gas and Go October 24/26th, 2022

The FBO will be refueling the B-52's on the losco Apron. Alpena will be on site in support of firefighting capabilities.

B. Credit Cards

Ms. McNeill spoke regarding the addition of credit cards being accepted as a form of payment. Any credit/debit card will be run through the Clover System and deposited directly into Huntington Bank general operating funds. The addition of credit cards will offer tenants several options to pay such as receiving a link to enter card information themselves, providing credit card information over the phone or in person. OWAA can begin accepting credit cards immediately.

C. Cement

Mr. Brown spoke about the cement replacement behind the FBO. Maintenance Staff are about 80% complete with the project. The project will continue to wrap around the east side of the FBO Hangars towards the GA ramp.

D. MAAE

Mr. Downes reported on the Michigan Association of Airport Executives event that took place September 12-16. Mr. Downes reported making several connections with nearby airports and learning FAA processes with land releases. Connections were also made with two solar teams and follow up meetings will take place in the near future.

E. Railway Removal

This project is currently underway. The railroad tracks, gravel and ties will be removed from behind Oscoda Plastics and across Huron Avenue and Instacoat within the next 2- 2 ½ weeks.

F. PFAS/HGR 7 Update

The main drain will be capped going out and divert the valve from hangar 7 from going into the pond. The Air Force will come in and clean all of the piping out and the valve will be able to be diverted back to the pond for use again.

IX. Public Comments

None

X. Board Member Comments

None

XI. Review of Bills and Payments

September – Kevin Beliveau

October – John Swise

November – Rob Huebel

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XII. Adjournment

Mr. Munson made a motion to adjourn the meeting at 10:45 a.m. Mr. Beliveau supported the motion. All in favor. Motion carried.

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