

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
September 21, 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	ABSENT
ROB HUEBEL	PRESENT
BILL PALMER	PRESENT
JOHN SWISE	PRESENT
MIKE MUNSON	PRESENT
DAVE DAILEY	ABSENT

OTHERS PRESENT:

JAMIE DOWNES
BRENDA MCNEILL
JACK BROWN
ROB EPPERT
JUDY SCHULER – WURTSMITH AIR MUSEUM

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 modified. Mr. Palmer supported the motion. All in favor, motion carried by voice vote.

IV. Approval of Minutes- August 24, 2023

Chairman Boyat called for approval of the August 24, 2023 regular meeting minutes.

Mr. Huebel made a motion to approve the meeting minutes of August 24, 2023, as presented. Mr. Munson 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. August 2023 Financials

Mr. Huebel and Mr. Downes have reviewed bank statements and financial transactions during the month of August 2023. A listing of bills processed for payment, totaling \$158,520.62, was provided to the board. Payments of 3k for Historical survey HGR 1, 12K for fuel farm demo, 19k for emergency fence repair, 2.5K for the scrap tire event, and 18k for annual crack seal were noted. Total deposits of \$122,850.96 were also noted, highlighting deposits, other than lease revenue include the Forestry payment of 5.5K, and the MI Scrap Tire Program reimbursement 2.5K.

Mr. Downes discussed the collections report that was provided.

Mr. Huebel made a motion to accept the August 2023 financial activities report, which includes payment transactions totaling \$158,520.62. Mr. Palmer supported the motion. Mr. Palmer, Yes, Mr. Huebel, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

B. FY 2023 Budget Review

Mr. Downes reported through August of FY23 and 11 months of budgeting, the baseline percentage for reference is 91%. Overall, the budget is tracking slightly above in revenue and slightly below in operating and CIP expenses.

VII. Current Business

A. OWAA Tour

A tour of the airport, taxiway project, salvage area and operation clean slate was provided to OWAA board members after the meeting concluded.

B. Project Updates – Brown

Mr. Brown provided an update on the runway crack sealing, completing approximately 25,000 ft. per day and possible completion by the end of the week. At the beginning of the week the marking of the runway will begin. Mr. Brown reported mowing will be complete at the end of the month.

An online salvage auction will take place in late fall and OWAA and Kalitta will provide items for the auction.

The old Fire Training building has been demolished by the Air Force.

Pre-maintenance has begun on some of the heavy snow equipment. One engine will be sent to Caterpillar for a possible cracked head.

C. Leasing Updates – McNeill

Ms. McNeill provided updates on Perimeter Road Storage. Ms. McNeill and Mr. Downes attended a ribbon cutting ceremony. The storage units are over 50% full.

Sports Car Club of America trial event September 16, 2023 on new apron east of the terminal. The event went well and the Club will plan on events for next spring and summer.

Forward Corporation has signed a lease agreement for Bldg. 5045. The original agreement with Gary Oil Corporation expired.

Car & Driver 0-150-0 event to take place in early October. Ms. McNeill is working on a Special Use Agreement and final details.

Ms. McNeill attended Develop losco meeting and provided updates on airport activities.

Update on Yardi Breeze, leasing software program

VIII. Director Comments

Mr. Downes provided updates on USA Jet purchase of parts & equipment direct from US Treasury Department. This would relieve the airport from the liability and have a release between the two parties. The airport would be reimbursed from the fund's leftover. Mr. Downes is hoping to provide further updates at the October meeting.

Correction to above:

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Mr. Munson, Mr. Downes and Mr. Brown provided a recap of events after attending the MAAE Conference.

IX. Public Comments

Ms. Schuler of the Wurtsmith Air Museum provided updates on the museum and reminded the board the museum closes on October 1, 2023 for the season.

X. Board Member Comments

Mr. Swise reported flying over the airport recently and said that it “looked good”.

Mr. Palmer recognized Ms. McNeill for her participation in the Develop Iosco Meeting and for providing updates on the airport activities.

XI. Review of Bills and Payments

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

XII. Adjournment

Mr. Munson made a motion to adjourn the meeting at 10:50 a.m. Mr. Palmer supported the motion. Motion carried.

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