

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

June 20, 2024

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.

Mr. Boyat introduced Administrative Assistant, Michelle DeChene, Introduction to Board

Mr. Boyat mentioned a cell phone courtesy request that all cell phones are put on silent.

II. Roll Call

KEVIN BOYAT	PRESENT
KEVIN BELIVEAU	ABSENT
TERRY DUTCHER	PRESENT (ALTERNATE)
BILL PALMER	PRESENT
JOHN SWISE	PRESENT
MIKE MUNSON	PRESENT
DAVE DAILEY	PRESENT

OTHERS PRESENT:

BRENDA MCNEILL	ADMINISTRATOR
JACK BROWN	AIRPORT MANAGER
JASON WALKER	ASSISTANT AIRPORT MANAGER
MICHELLE DECHENE	ADMINISTRATIVE ASSISTANT
ROB EPPERT	LEGAL COUNSEL
WILLOW NEWMAN	OSCODA PRESS/NEWS HERALD
MARK MILLER	
GREG SCHULZ	

III. Adoption of Agenda

Ms. Munson made a motion to approve the agenda as amended. Mr. Dutcher supported the motion. All in favor. Motion carried.

IV. Meeting Minutes – May 16, 2024

There is a correction on the May 16, 2024, Meeting Minutes. Mr. Dailey noted on page two there needs to be a correction on the Board Approval voting breakdown to include Mr. Dailey's name. Mr. Dutcher made a motion to approve the May 16, 2024, meeting minutes as corrected. Mr. Swise supported the motion. All in favor.

V. Closed Session for Attorney Client Privileged Information

Mr. Dailey made a motion to enter into Closed Session at 10:06 am; Mr. Munson supported the motion. Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

Mr. Palmer made a motion to come out of Closed Session at 10:37 am; Mr. Swise supported the motion. Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

VI. Financial Activities

A. Financial Activities May 2024

Mr. Dutcher and Ms. McNeill have reviewed bank statements and financial transactions during the month of May 2024. A listing of bills processed for payment, totaling \$124,690.19 was provided with the memorandum. Payments of \$5,700 for SCCA events prepaid and \$2,799.51 for USA Jet Hangar 1 utilities were noted. Total deposits of \$152,264.43 were also noted. No discrepancies noted.

Mr. Dailey made a motion to approve the May 2024 financial activities report, which includes payment transactions totaling \$124,690.19. Mr. Palmer supported the motion.

Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

VII. Current Business

A. Space Harbor – Executive Committee

One June 5, 2024, Mr. Gavin Brown and Ms. Cheree Kiernan met with members of the Executive Committee for a site visit that was arranged per the May 16th board meeting. Members of the Executive Committee along with Ms. McNeill and Mr. Brown will provide a report to the board on the highlights of the visit.

B. Airport Terminal – Brown

Members of the Executive Committee met with Mr. Brown, Ms. McNeill and Mead & Hunt, Airport Engineer regarding the timeline in applying for new Airport Terminal funding. A request for further discussion on this topic and Executive Committee recommendation will be provided.

Mr. Boyat made a motion to approve the Airport Manager to work with Mead & Hunt Engineering to apply for new airport terminal funding for a \$50K Feasibility Study for the Airport Terminal. Mr. Dutcher supported the motion. Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

C. Wurtsmith Air Museum Fly-In Event

Representatives of the Wurtsmith Air Museum have requested permission to host a Fly-In weekend on August 17th and 18th, 2024. This is an event that has been successful in the past with the local Rotary assisting with a pancake breakfast. The event has previously recorded 40-50 planes flying in during the two-day event.

Mr. Swise made a motion for the Wurtsmith Air Museum to host a Fly-In/Pancake breakfast on August 17th and 18th from 8 am to 11 am to approve the Wurtsmith Air Museum Fly-In Event. Mr. Dailey supported the motion. Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

D. PAPI's – Brown

Engineer cost estimates are provided within the board materials for replacement of the existing PAPI lighting on the runway. Mr. Brown lead further discussion on this topic, including the replacement of the Windsock.

Mr. Munson made a motion for the Airport Manager to add the replacement of the existing PAPI lighting and Windsock to the Capital Improvement Plan (CIP). Mr. Brown will lead further discussion on this topic, including replacement of the Windsock to approve the PAPI's runway lighting project. Mr. Palmer supported the motion. Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Dailey, Yes, Mr. Boyat, Yes. Motion carried.

VIII. Airport Administrator Comments

- MDEC \$500K Grant and DOCA Agreement.
- SCCA – Detroit/Saginaw arriving on Friday, June 21st.
- Hennessey Special Vehicles event was cancelled and re-scheduled to July 15th.
- Property Updates – Hangar 1 rental to Kallita Air with a 25-year lease
- C5 Arrival on June 20th - trucks troops going to Alpena and back on June 21st
- Northern Strike August 4th – 16th

Mr. Brown congratulated Mr. Walker on his Assistant Airport Manager promotion and accomplishment.

IX. Public Comments

None

X. Board Member Comments

Mike Munson spoke about the RAB Act and PFAS vapor intrusion.

Mr. Bill Palmer noted the OWAA Board is a good group of people to work with.

XI. Review of Bills and Payments

May- **Rob Huebel**

June- **Mike Munson**

July – **Bill Palmer**

XII. Adjournment

Mr. Munson made a motion to adjourn the meeting at 11:31 am. Mr. Dutcher supported the motion. All in favor. Motion carried.

Respectfully submitted by Ms. Michelle DeChene on behalf of Ms. Brenda McNeill.