

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
December 12, 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 (Phone)
BILL PALMER	PRESENT
JOHN SWISE	PRESENT
MIKE MUNSON	PRESENT
DAVE DAILEY	PRESENT

OTHERS PRESENT:

JAMIE DOWNES	DIRECTOR
BRENDA MCNEILL	PROPERTY & ADMIN. MANAGER
JACK BROWN	AIRPORT MANAGER
ROB EPPERT	LEGAL COUNSEL
WILLOW NEWMAN	OSCODA PRESS/NEWS HERALD

III. ADOPTION OF AGENDA

Chairman Boyat called for the adoption of the agenda.

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

IV. Approval of Meeting Minutes- November 16, 2023

Chairman Boyat called for approval of the amended November 16, 2023, regular meeting minutes.

Mr. Dailey made a motion to approve the November 16, 2023 meeting minutes. Mr. Palmer 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. November 2023 Financials

Mr. Munson and Mr. Downes have reviewed bank statements and financial transactions during the month of November 2023. A listing of bills processed for payment, totaling \$138,208.68 is provided with this memorandum. Payments of 3K for DNO Insurance, \$17K for the Engine repair, \$3K for light supplies, \$6k for electric refurbishment in Bldg 140 and \$2,600 for dumpsters. Total deposits of \$168,778.56 were also noted. Other than Lease revenue = \$31,759.20 for auction proceeds. No discrepancies were found.

Mr. Palmer made a motion to accept the November 2023 financial activities report, which includes payment transactions totaling \$138,208.68. Mr. Dailey supported the motion. Mr. Palmer, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes, Mr. Dailey, Yes. Motion carried.

VII. Current Business

A. Appointment Overview- Alcona/Iosco At-Large Appointments/Nominations



OWAA Board Picture and Nom / Voting

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

******At-Large Nominations and Voting: Alcona County and Iosco County**

B. Officer Elections

Mr. Dailey made a motion to nominate Mr. Mike Munson for the losco at Large trustee two-year term. Mr. Palmer supported the motion. Mr. Palmer, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes, Mr. Dailey, Yes. Motion carried.

Mr. Palmer made a motion to nominate Mr. John Swise for the Alcona at Large trustee two-year term. Mr. Munson supported the motion. Mr. Palmer, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes, Mr. Dailey, Yes. Motion carried.

Mr. Munson made a motion to nominate Mr. Kevin Boyat as Chairman and Mr. John Swise as Vice Chairman. Mr. Palmer supported the motion. Mr. Palmer, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes, Mr. Dailey, Yes. Motion carried.

Mr. Munson made a motion to nominate Mr. James Downes, Airport Director as Secretary and Treasurer. Mr. Swise supported the motion. Mr. Palmer, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes, Mr. Dailey, Yes. Motion carried.

C. Conflict of Interest Policy

Board members were provided the Conflict-of-Interest Policy and asked to fill out and sign the attached form.

D. Project Updates

Mr. Brown provided updates on Building No. 140 rehabilitation and Building No. 20 boiler issues. The system was built in 1957 and is not economical. The system was abandoned and will be replaced with unit heaters.

The new snowmobile entrance and trail is complete and ready for parks and recreation to take over.

E. Property Manager Updates

No updates at this time

VIII. Director Comments

A. Perimeter Road Close-out/Valley City Sign

The project is complete at a cost of approximately \$266,000 and was underbudget by \$34,000. A new entrance sign was approved by the LDFA (Local Development Finance Authority) for a total cost of \$11,426. The sign will be placed at the entrance across from the Ken Ratliff Park and provide direction to the Terminal, Museum and FBO.



Perimeter Road Close-out and Sign

PR Cost \$266K / \$300K Budget

Total Cost: \$11,426

50% Down / 50% upon Completion

"Approved by LDFA for payment"



VALLEY CITY SIGN

PROPERTY OF VALLEY CITY SIGN

Material Code 1000000000	Material Name 1000000000	Quantity 1000000000	Unit Price 1000000000	Total Price 1000000000
Material Code 1000000000	Material Name 1000000000	Quantity 1000000000	Unit Price 1000000000	Total Price 1000000000
Material Code 1000000000	Material Name 1000000000	Quantity 1000000000	Unit Price 1000000000	Total Price 1000000000
Material Code 1000000000	Material Name 1000000000	Quantity 1000000000	Unit Price 1000000000	Total Price 1000000000

DRAWING #180,415

SCALE: 3/4" = 1'-0"
 ONE (1) INTERNALLY ILLUMINATED SINGLE-SIDED
 MONUMENT SIGN
 PROJECT: Oscoda-Wurtsmith
 PROJECTED BY: [Name]
 DATE: 10.26.23
 DRAWN BY: [Name]
 CHECKED BY: [Name]

B. Parade – Most Creative- Congratulations to the OWAA team.

C. Wings and Wheels – Memorial Day Weekend 2024



Wings and Wheels:

- May 25th, 2024
- 1000-6pm
- C-47
- NASCAR Truck Series
- Kalitta Motorsports
- SCCA
- WKJC Remote
- Vendors
- Food Trucks
- Museum
- Demonstrations
- Sponsorships
- Static Displays



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 ADD EMAIL HERE | ADD EMAIL HERE
 2001 EAST AIRPORT DRIVE, OSCODA MI 49750

IX. Public Comments

Willow Newman, Oscoda Press Staff complimented the board and staff on their float that was in the recent Christmas parade.

X. Board Member Comments

Munson – Wished all Merry Christmas & Happy New Year

Palmer – Announced Oscoda Township has received a DNR grant to upgrade the facilities at the Ken Ratliff park. The Oscoda Township Department of Public Works has also started to upgrade the handicap fishing pier and kayak launch. In addition, Oscoda Township also received a DNR grant for the Hull Island project and will purchase from Huron Pines

XI. Review of Bills and Payments

January – **Kevin Beliveau**

February – **John Swise**

March - **Kevin Boyat**

XII. Adjournment

Mr. Munson made a motion to adjourn the meeting at 10:47 a.m. Mr. Dailey supported the motion. All in favor. Motion carried.

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

