

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

September 19, 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 10:03 a.m.

II. Roll Call

KEVIN BOYAT	PRESENT
KEVIN BELIVEAU	PRESENT
TERRY DUTCHER	PRESENT (ALTERNATE)
BILL PALMER	PRESENT
JOHN SWISE	ABSENT
MIKE MUNSON	PRESENT
DAVE DAILEY	ABSENT
OTHERS PRESENT:	
BRENDA MCNEILL	ADMINISTRATOR
JACK BROWN	AIRPORT MANAGER
MICHELLE DECHENE	ADMINISTRATIVE ASSISTANT
ROB EPPERT	LEGAL COUNSEL
MATTHEW V. HORNING	OSCODA TOWNSHIP

III. Adoption of Agenda

Mr. Dutcher made a motion to approve the agenda with additions of the Closed Session and the Space Harbor Site Visit. Mr. Munson supported the motion. All in favor. Motion carried.

IV. Meeting Minutes – August 22, 2024

Mr. Beliveau made a motion to approve the August 22, 2024, meeting minutes. Mr. Munson supported the motion. All in favor. Motion carried.

V. Financial Activities

A. Financial Activities August 2024

Mr. Munson and Ms. McNeill have reviewed bank statements and financial transactions during the month of August 2024. A listing of bills processed for payment, totaling \$96,772.56, was provided. Total deposits of \$119,590.30 were also noted. Aside from lease revenue, a refund in the amount of \$1,422.08 was received from the OWAA insurance carrier for

Hangar 1, which is now leased by Kalitta Air. A check for \$425.00 was received from Oscoda Township for the mowing of a vacant lot within the Wurtsmith District. No discrepancies were reported.

Mr. Dutcher made a motion to approve the Financials. Mr. Beliveau supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

VI. Current Business

A. New Build - Kalitta Apprentice Program Expansion

Kalitta Air Representatives completed an application to erect a new metal constructed building for the purpose of expanding the Apprentice Tech Center Training area. The expansion will be training aircraft and aircraft systems trainers. There was an OWAA Joint Zoning Board Meeting held on September 17, 2024, at 10 AM where Kalitta Air Representative, Mr. Melendez, discussed the expansion.

Mr. Munson made a motion to approve the Kalitta Apprentice Program Expansion new build. Mr. Beliveau supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

B. FBO – Roof Replacement

Mr. Brown noted that the Hangar 5 roof has been leaking for 2 years.

Mr. Munson made a motion to approve the FBO roof replacement. Mr. Dutcher supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

VII. Closed Session for Attorney Client Privileged Information

Mr. Dutcher made a motion to enter Closed Session at 10:15 am; Mr. Beliveau supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

Mr. Palmer made a motion to come out of Closed Session at 10:35 am; Mr. Munson supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

VIII. Current Business

C. OWAA Website Presentation <http://oscairport.shumakergroup.com/>

The updated OWAA Website was reviewed with the OWAA Board Members.

IX. Administrator & Airport Manager Updates

A. Airport Terminal Committee Update

Mead & Hunt Notes on the OSC Terminal Study Kickoff Meeting were reviewed. There will be an October 10, 2024, 10 AM ET Meeting.

B. Assistant Airport Manager Projects Update

Mr. Walker is at runway painting training this week in Kentucky. In 11 days, the OWAA Maintenance crew painted 286K square feet themselves saving OWAA over \$20K savings.

C. Space Harbor Site Visit

There is a scheduled Space Harbor visit from September 23 – 25, 2024. Mr. Eppert, Mr. Munson, Mr. Boyat and Mr. Dutcher will be in attendance on 9-25-24.

X. Public Comments - None

XI. Board Member Comments - None

XII. Review of Bills and Payments

September – Mike Munson

October – Kevin Beliveau

November – Dave Dailey

XIII. Adjournment

Mr. Munson made a motion to adjourn the meeting at 11:12 pm. Mr. Dutcher supported the motion. All in favor. Motion carried.

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