

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

November 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 10:00 a.m.

II. Roll Call

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|------------------------|--------------------------|
| KEVIN BOYAT | PRESENT |
| KEVIN BELIVEAU | PRESENT |
| TERRY DUTCHER | PRESENT (ALTERNATE) |
| BILL PALMER | PRESENT |
| JOHN SWISE | PRESENT |
| MIKE MUNSON | PRESENT |
| DAVE DAILEY | PRESENT(PHONE) |
| OTHERS PRESENT: | |
| BRENDA MCNEILL | ADMINISTRATOR |
| JACK BROWN | AIRPORT MANAGER |
| ROB EPPERT | LEGAL COUNSEL |
| MIKE JONES | WURTSMITH AIR MUSEUM |
| CATHY WUSTERBARTH | NEED OUR WATER |
| MANUELLA KRESS | OSCODA PRESS/NEWS HERALD |

III. Adoption of Agenda

Mr. Dutcher made a motion to approve the agenda. Mr. Palmer supported the motion. All in favor. Motion carried.

IV. Closed Session for Attorney Client Privileged Information

Mr. Dutcher made a motion to enter Closed Session at 10:02 a.m. Mr. Munson supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Swise, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.

Mr. Swise made a motion to return from Closed Session. Mr. Dutcher supported the motion. Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

V. Approval of Meeting Minutes – October 23 ,2024

Mr. Beliveau made a motion to approve the October 23, 2024 meeting minutes. Mr. Dutcher supported the motion. All in favor. Motion carried.

VI. Financial Activities

A. Financial Activities October 2024

Mr. Beliveau and Ms. McNeill have reviewed bank statements and financial transactions during the month of October 2024. A list of bills processed for payment, totaling \$99,760.39 is provided for you. Total deposits of \$142,450.68 were also noted. Aside from lease revenue, a utility refund check in the amount of \$163.23 as well as a reimbursement for utilities in the amount of \$613.97 was received. Monthly expenses included a \$15,000 payment to AuSable Services and a \$6,848.00 payment to Elmer's Crane & Dozer as part of the phase II concrete project in the General Aviation area. No discrepancies were reported.

Mr. Munson made a motion to approve the October 2024 financial activities report, which includes payment transactions totaling \$99,76039. Mr. Dutcher supported the motion. **Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.**

VII. Current Business

A. FBO Roof Replacement

Mr. Beliveau made a motion to approve the roof bid. Bids were opened on October 25th, the winning bid was Universal Roofing at \$61,521.00, the contracts have not been signed yet. Mr. Swise supported the motion. **Mr. Palmer, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried.**

B. 2025 Board Meeting Schedule

Mr. Munson made a motion to approve the 2025 meetings will still be the 3rd Thursday of every month. Mr. Dutcher supported the motion. **Mr. Palmer, Yes, Mr. Beliveau, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.**

C. USA Jet Lease Amendment

Mr. Palmer motioned to approve a sub-lease amendment, Mr. Dutcher supported the motion. **Mr. Beliveau, Yes, Mr. Munson, Yes. Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.**

D. Instacoat Sublease

Mr. Palmer motioned to accept the lease agreement, Mr. Dutcher supported the motion. **Mr. Beliveau, Yes, Mr. Munson, Yes. Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.**

VIII. Updates

A. MEDC Grant Agreement

The grant was finally signed. This week or next week the funds will be deposited into Huntington Bank in the amount of \$500,000.00

B. OWAA Audit

The audit will be held the week of January 13th and Airport staff will be working with Anderson remotely, who is contracted to do so.

C. Airport Terminal Grant

Grant was not successful but will be tried again in 2026. 521 airports participated, out of that 125 were funded for 970 million dollars and only one GA airport got funding in North Carolina.

D. ISUZU Vehicle Testing

In November vehicle testing was done on the taxiway, as it was part of emission testing.

E. Maintenance Projects

- Projects are complete. A new fuel tank slab has been added at the FBO.**
- Parking lots by sling gate and behind hanger 7 were crack sealed and re-striped.**
- New water line was installed at the Kalitta test cell. Afterwards it was covered with asphalt. Storm sewer that broke was replaced.**
- 22ft brooms repaired with new bristles and metal clasps were welded.**
- Continued reno projects with building 140, Mike Russo was contacted to develop RFP to redo front end with new doors, new skin, lighting, etc.**

IX. Public Comments

Mike Jones, with Wurtsmith Museum, mentioned that although it is his first meeting he has attended he would like to invite everyone to take a tour of the museum, which will be open again on the 18th of May through the end of September next year.

Cathy Wusterbarth, with Need Our Water, mentioned she was told about a violation notice that was received by the board a week or two from the EGLE remediation division otherwise she would not have learned about this letter, she expressed her disappointment in it not being in the packet today and would like to know next steps for responding to this violation letter, she wanted to add that

there seemed to be a big error in terms of response time since January 2024 and has pointed it out to the state and is hoping that local taxpayers will not have to pay to resolve the issue.

Dave Carmond, a RAB member, mentioned he is able to help if needed as a community member and hopes the PFAS issue is voiced on the AirForce and not OWA as they are not responsible.

X. Board Member Comments

Bill Palmer mentioned that everything said from the last meeting applies today and thanked everyone.

XI. Review of Bills and Payments

November – Dave Dailey

December – Terry Dutcher

XX. Adjournment

Mr. Dutcher made a motion to adjourn the meeting at 11:42 a.m. Mr. Beliveau supported the motion. All in favor. Motion carried.

Respectfully submitted by Ms. Christine Tobon on behalf of Ms. Brenda McNeill.