

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

February 20, 2025

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. Oath of Office

A. Ms. Nikki Tregear

III. Roll Call

KEVIN BOYAT	PRESENT
JOHN SWISE	PRESENT
KEVIN KUBIK	PRESENT
MIKE MUNSON	PRESENT
DAVE DAILEY	PRESENT
TERRY DUTCHER	PRESENT
NIKKI TREGEAR	PRESENT
ALEXANDER HARDY	PRESENT(ALTERNATE)

OTHERS PRESENT:

BRENDA MCNEILL	ADMINISTRATOR
JACK BROWN	AIRPORT MANAGER
ROB EPPERT	LEGAL COUNSEL
CHRISTINE TOBON	ADMINISTRATIVE ASSISTANT
JASON WALKER	ASSISTANT AIRPORT MANAGER
AMANDA HANEY	MONUMENT FINANCIAL SERVICES

IV. Adoption of Agenda

Mr. Boyat provided an amended agenda to add an Oath of office for Ms. Tregear. A motion was requested for the approval of the amended agenda.

Mr. Munson made a motion to approve the amended agenda. Mr. Dailey supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Dutcher, Yes, Ms. Tregear, Yes, Mr. Boyat, Yes. Motion carried.

V. Closed Session for Attorney Client Privileged Information

Mr. Kubik made a motion to enter into a Closed session at 10:05am; Mr. Dutcher supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Dutcher, Yes, Ms. Tregear, Yes, Mr. Boyat, Yes. Motion Carried.

Mr. Dutcher made a motion to come out of Closed Session at 10:57am; Mr. Dailey supported the motion. All in favor. Motion carried.

VI. Approval of Meeting Minutes – January 19, 2025

Mr. Munson made a motion to approve the January 19, 2025, meeting minutes. Mr. Dutcher supported the motion. All in favor. Motion carried.

VII. Financial Activities

A. Financial Activities January 2025

Mr. Swise and Ms. McNeill reviewed the bank statements and financial transactions during the month of January 2025. A list of bills for payment, totaling \$139,846.87 was provided. Total deposits of \$134,349.84 were noted. No discrepancies were reported.

Mr. Dailey made a motion to approve the January 2025 financial activities report, which includes payment transactions totaling \$134,349.84. Mr. Kubik supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Dutcher, Yes, Ms. Tregear, Yes, Mr. Boyat, Yes. Motion carried.

B. Overtime Review

Ms. McNeill provided the board with a spreadsheet showing the overtime budget of \$25,000.00 has exceeded.

VIII. Current Business

A. 2025 Aviation Celebration for Youth

Due to time constraints, Mr. Sweet, FBO, was unable to stay for the meeting. It was decided to move Mr. Sweet's presentation to the next meeting, so he has the opportunity to share details about the event.

B. NEC/AAAE Snow Symposium

Mr. Brown opened the discussion regarding the upcoming Snow Symposium, organized by the Northeast Chapter of the American Association of Airport Executives (AAAE), which is set to take place in Buffalo in April. This symposium focuses on best practices in snow management for northern tier airports, including operations related to snow removal and de-icing procedures. Mr. Brown expressed his intention to take Mr. Jason Walker, Assistant Airport Manager, and Mr. Andrew Franks to the symposium. He proposed that Mr. Walker attend the airport operations safety class, while Mr. Franks

would benefit from the basic snow removal training. A sheet outlining the itinerary and estimated costs was included in the board packet, with a target budget of \$12,500.00 for three attendees, however an estimated budget would be around \$10,050.00. Mr. Dutcher acknowledged recent weather patterns in Toronto and emphasized the importance of proactive measures to avoid ice accumulation during winter.

Mr. Swise made a motion to approve the request to send three staff members to the Snow Symposium. Mr. Dutcher supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Dutcher, Yes, Ms. Tregear, Yes, Mr. Boyat, Yes. Motion carried.

C. 2025 Western Michigan Scholarship

Ms. McNeill provided an update regarding the scholarship agreement with Western Michigan University established last year, which includes a five-year commitment with an annual donation of \$6,000.00. Ms. McNeill mentioned that she would contact Western Michigan University for more information regarding scholarship recipients for the next meeting.

IX. Updates

Mr. Brown reported that the taxiway lights are on order and the contract from MDOT has been received. A discrepancy was identified in the initial invoice. The original approved amount was \$146,473.75, but due to a price increase communicated by the transformer supplier, the updated cost is now \$148,473.75. To accommodate potential additional costs, Mr. Brown requested that the maximum amount approved for the project be raised to \$150,000.00

Mr. Swise motioned to approve a maximum spending of \$150,000.00 for the taxiway lighting project. Mr. Dailey supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Dutcher, Yes, Ms. Tregear, Yes, Mr. Boyat, Yes. Motion carried

An update was provided regarding preliminary pricing received for insulation and the front facade of Phase 2 of building 140. A presentation will be made at the next meeting regarding how the board would like to proceed with the project and potential funding sources.

Mr. Brown discussed the importance of acquiring a runway deceleration, which tests braking action and friction on runways. The existing system relies on a cam mechanism that can potentially produce false readings. Mr. Brown emphasized the need for a reliable system to manage runway conditions more effectively, reducing liability for all involved. Jason then explained that the decelerator would provide pilots with timely information regarding runway safety. This machine would create a graph indicating slippery areas and give a percentage of friction, which will be directly sent to Kalitta dispatch for flight planning. Mr. Brown mentioned while attending the snow symposium

he will gather further insights and develop a game plan for implementing this technology.

Mr. Brown began the discussion by highlighting the challenges being faced with snow accumulation on the taxiway. The team is currently using loaders to clear snow and ensure that the obstacle-free zones remain accessible. The recent heavy snowfall has emphasized the need for effective snow removal practices. The team has been constructing a snow fence throughout the winter to aid in managing snow around the taxiway and runway, which has proven to be beneficial in previous clearings. Mr. Brown and Mr. Walker noted that snow fences cannot be effectively placed on the taxiway, indicating a need for alternative strategies to combat snow accumulation in these zones.

Mr. Brown reported on the correspondence from Betsy, who manages the terminal grant project. She gave him a note detailing the important updates and questions. A key point she raised was the designation of the gender-neutral bathroom. The term “gender-neutral” cannot be used for eligibility purposes, it was suggested that it be referred to as a “family restroom” instead. This modification is necessary to meet the grant requirements. Another comment from Betsy was regarding the size of the pilot's lounge, which has been deemed too large. Recommendations have been made to reduce its size. The project has a 20-year window during which the terminal must be upheld and properly maintained to comply with grant stipulations.

X. Public Comment

No public comments were made at this time.

XI. Board Member Comments

Mr. Dailey suggested taking a picture of the snow blower that was fixed to the snow symposium. Jack mentioned a legacy program that recognizes long-standing equipment. He intends to submit a photo of Bertha, which is the nickname for a piece of equipment that is 51 years old and is still being used. The program features a random draw for a nice plaque and the opportunity to submit ideas for consideration.

Mr. Dutcher inquired about the recent special meeting regarding solar energy and expressed concern about a lack of communication. Ms. McNeill responded that additional preparation was required on the airport's part for the meeting, so it was not held. Mr. Dutcher suggested the idea of installing solar panels on the runway for energy creation and snow melting capabilities. He referenced recent studies indicating that if solar panels were installed on major highways and interstates, they could potentially generate enough power for the entire world. Mr. Hardy mentioned that China uses similar solar technology on their walkways to generate electricity, raising the question about the structural feasibility of supporting aircraft. Mr. Munson raised concerns about the impact of airplanes on solar panels, comparing it to the fragile nature of a glass table.

Mr. Boyat proposed an executive meeting to take place the Tuesday before the next board meeting to discuss the search for a new director and to review the current situation regarding that process.

XII. Review of Bills and Payments

A. February: Kevin Kubik

B. March: Mike Munson

XIII. Adjournment

Ms. Tregear made a motion to adjourn the meeting at 11:47am. Mr. Boyat supported the motion. All in favor. Motion carried

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