

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

March 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. **Roll Call**

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

OTHERS PRESENT:

BRENDA MCNEILL	ADMINISTRATOR
JACK BROWN	AIRPORT MANAGER
ROB EPPERT	LEGAL COUNSEL
CHRISTINE TOBON	ADMINISTRATIVE ASSISTANT
AMANDA HANEY	MONUMENT FINANCIAL SERVICES
THOMAS CHATEL	OSCODA TOWNSHIP
SANFORD SWEET	FBO
LANE TAYLOR	
MARK MILLER	

I. **Adoption of Agenda**

Mr. Boyat made a motion for the approval of the amended agenda.

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

II. 2024 Audit Presentation

Mr. Ken Talsma of Anderson, Tackman & Company conducted a teams meeting and presented their report of findings after conducting the FY 2024 financial audit. A copy of the Auditor's written report was provided to the board.

Mr. Talsma reported an unmodified or unqualified opinion, which is the highest form of audit opinion. Mr. Talsma stated that the financials were correct in all material aspects. He provided a presentation that demonstrated key financial indicators as compared to FY 2023.

Mr. Swise made a motion to accept the FY 2024 financial audit report. Mr. Munson supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Hardy, Yes, Mr. Boyat, Yes. Motion carried.

III. Closed Session for Attorney Client Privileged Information

Mr. Munson made a motion to enter into a Closed session at 10:27 am; Mr. Kubik supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Hardy, Yes, Mr. Boyat, Yes. Motion carried.

Mr. Kubik made a motion to come out of Closed Session at 10:55 am; Mr. Dailey supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Hardy, Yes, Mr. Boyat, Yes. Motion carried.

IV. Approval of Meeting Minutes – February 20, 2025

Mr. Dailey made a motion to approve the February 20, 2025, meeting minutes. Mr. Dutcher supported the motion. All in favor. Motion carried.

V. Financial Activities

A. Financial Activities February 2025

Mr. Kubik and Ms. McNeill reviewed the bank statements and financial transactions during the month of February 2025. A list of bills for payment, totaling \$198,572.77 was provided. Total deposits of \$123,434.97 were noted. No discrepancies were reported; however, it was mentioned that a large annual insurance payment was made.

Mr. Munson made a motion to approve the February 2025 financial activities report, which includes payment transactions totaling \$198,572.77. Mr. Kubik supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Hardy, Yes, Mr. Boyat, Yes. Motion carried.

VI. Current Business

A. 2025 Aviation Celebration for Youth

Mr. Sweet, FBO and Mr. Taylor representing the Pheonix Flight Services and the Experimental Aircraft Association (EAA) presented plans for a youth aviation celebration scheduled for August 23, 2025. The event will take place at the FBO hangar and aims to introduce youth aged 9-17 to aviation. Activities will include sessions led by qualified EAA pilots, participants having the opportunity to fly in a plane and receive a logbook. Mr. Sweet shared his personal journey, highlighting the importance of this event in fostering interest in aviation careers. The board expressed enthusiasm for the event. Next steps include applying for a special event permit and formally voting on the event plans.

VII. Updates

A. 2025 Western Michigan Scholarship

Ms. McNeill provided an update regarding the students selected for the scholarship. Four students from Alpena and Ogemaw counties were selected to receive \$1,500 for the Spring 2025 semester. The students were; Brayden: a sophomore in the Aviation Technical Operations program, Olivia: a senior in the Aviation Management and Operations programs, Sean: a senior in the Aviation Flight Science program, and Connor: a freshman in the Aviation Flight Science program.

Mr. Brown reported that the new LED taxiway lights are beginning to arrive, and he is prepared to begin installation soon. He noted that the progress of Building 140 is going well, with upcoming steps including work on the front facade and insulation. He mentioned he is all set to attend the snow symposium in April to review necessary equipment for safe runway landings.

Mr. Boyat mentioned that during the executive meeting on Tuesday, the runway skiddometer was discussed. He also mentioned that the hiring process to replace the Airport Manager, Mr. Brown, is currently on hold pending review and the cost of the runway friction testing equipment. Mr. Walker expressed interest in the position of Airport Manager.

VIII. **Public Comment**

Mr. Chatel introduced himself as the intern superintendent for Oscoda Township. He expressed that he has no specific comments but wanted to observe the meeting and check on the facility. He mentioned Supervisor Tregear had a scheduling conflict but was prepared to attend. Mr. Chatel encouraged the board to reach out to him if he could assist in any way. Mr. Brown offered Mr. Chatel a tour of the rest of the facilities, inviting him to contact him if he was interested.

IX. **Board Member Comments**

Mr. Swise brought to the attention to the Chairman, Mr. Boyat that a motion from closed session might have been missed. Mr. Boyat agreed.

Mr. Munson made a motion to move forward with the eviction of said Airport tenant discussed during closed session. Mr. Dailey supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Munson, Yes, Mr. Dailey, Abstain, Mr. Hardy, Yes, Mr. Boyat, Yes. Motion carried.

X. **Review of Bills and Payments**

- A. March: Mike Munson
- B. April: Kevin Kubik

XI. **Adjournment**

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

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