

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

November 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	ABSENT
TERRY DUTCHER	PRESENT
NIKKI TREGAR	ABSENT

OTHERS PRESENT:

BRENDA MCNEILL	ADMINISTRATOR
JACK BROWN	AIRPORT MANAGER
ROB EPERT	LEGAL COUNSEL
CHRISTINE TOBON	ADMINISTRATIVE ASSISTANT
MONUMENT FINANCIAL SERVICES	
GAYLYNN BRENOEL	OSCODA PRESS/IOSCO NEWS
MIC BRENOEL	
NANCY HOWSE	OSCODA TOWNSHIP
GREG SCHULZ	

III. Adoption of Agenda

Mr. Boyat provided an amended agenda to move EGLE from updates to current business under C and add "Lab agreement for PFAS testing after. A motion was requested for the approval of the amended agenda.

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

IV. Approval of Meeting Minutes – October 16, 2025

Mr. Dutcher made a motion to approve the October 16, 2025, meeting minutes. Mr. Munson supported the motion. All in favor. Motion carried.

V. Financial Activities

A. Financial Activities October 2025

Ms. McNeill and Mr. Boyat reviewed the bank statements and financial transactions during October as provided. A list of bills for payment totaling \$83,657.42 was provided. Total deposits of \$155,926.01 were noted. The deposits included ramp parking fees, Instacoat past due lease and water bills, and a refund for a battery core. No discrepancies were reported.

Mr. Munson made a motion to approve the October 2025 financial activities report, which includes payment transactions totaling \$83,657.42. Mr. Dutcher supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried. Motion carried.

VI. Current Business

A. Northern Lights Parade: Participation

Ms. McNeill noted that airport staff are planning to participate in the December 6th Christmas parade. Airport vehicles will be entered along with a float.

B. PAPI Lighting

Last week Mr. Brown attended the MAP meeting where he discussed the upcoming PAPI lighting project. The design phase is scheduled for 2026, with construction planned for 2027. The new system will feature LED PAPI lights to improve visibility and safety. Mr. Brown is scheduled to meet with engineers on December 2nd for site visits and to discuss measurements for the project to begin. Currently, no contracts have been signed, but the project is being prioritized as it is safety related. The FAA will be covering 90% of the costs, while OWA and the state will each contribute 5%. The existing PAPI systems are nearly 30 years old, and the circuit boards are no longer available. In the future, Phase 2 of the project, planned for 2027-2028, will involve installing a stand-capable generator capable of powering the ILS and airport lighting in case of electrical failure. This will involve a large underground electrical system with

new vaults housing the PAPI's systems, which will be moved indoors for better protection and easier maintenance. Currently, if a PAPI goes down, staff must locate the switch box across the airport and verify fuses on the 25 and 07 ends of the runway. The new setup will centralize controls under lock and key allowing for quicker repairs and access.

C. EGLE: Lab Agreement for PFAS Testing

Ms. McNeill recapped that on June 24, 2025, the airport entered a General Administrative Consent Order (GACO) with EGLE. The first quarter monitoring sample is due January 2026. The airport is working locally with Enviro Lab to secure the sample. The sample will need to be completed and analyzed by December 31, 2025.

Mr. Dutcher made a motion to provide authorization for Chairman Boyat and Ms. McNeill to sign the Professional Services Contract Agreement with Enviro Lab Services, Inc to provide testing and laboratory services to comply with the GACO requirements. Mr. Kubik supported the motion. Mr. Swise, Yes, Mr. Kubik, Yes, Mr. Dutcher, Yes, Mr. Munson, Yes, Mr. Boyat, Yes. Motion carried. Motion carried.

VII. Updates

A. Building 383

Ms. McNeill provided an update on Building 383, the former Instacoat building. Airport staff have been working with a potential new tenant interested in this building, who has requested that the asbestos be removed. Currently, staff are working with Northern Analytical to conduct an asbestos survey, and the next step would be to obtain bids for the asbestos removal work. Mr. Munson and Mr. Dutcher inquired about the extent of the asbestos, and Ms. McNeill mentioned that she could provide a detailed survey if requested. Mr. Kubik asked about the timeframe for completing the removal process, and Ms. McNeill responded that the tenant plans to do work on the building in the spring, so the airport aims to have the asbestos removal completed by that time.

Ms. McNeill invited the board to the Airport Christmas party, which will be Tuesday, December 2nd at 6pm at the Alcona Brew Haus. Ms. McNeill passed out a sign-up sheet as well as the invitations to the board members.

VIII. Public Comment

MIC BRENOEL: asked whether there was asbestos in the building, noting that Instacoat had previously operated there. He inquired if the asbestos was from Instacoat, to which

Ms. McNeill responded that it was not. Mr. Brenoel questioned why the airport was now removing asbestos if someone was already working in those conditions previously. Ms. McNeill explained that the removal was at the request of a potential new tenant. Mr. Brown added that when a new tenant comes in, the airport typically tries to remediate any issues beforehand. Mr. Brenoel asked why the situation was not handled before Instacoat operated there. Mr. Brown and Ms. McNeill responded that they were not involved at that time. Mr. Munson emphasized that it is important to focus on future actions rather than on past decisions. Mr. Brenoel then asked who would pay for the asbestos removal, the state, or the airport. Ms. McNeill clarified that she had spoken with the OWA-LDFA board, and the asbestos removal comes from OWA-LDFA funds, which had already approved the project.

Nancy Howse: apologized on behalf of Ms. Tregear for her absence and provided updates on the townships master plan survey, which has received over 400 responses and closes on the 30th. She also mentioned Oscoda Townships significant contribution to the county master plan through her work on the Iosco County Master Plan Committee. Ms. Howse also plans to reschedule a housing committee meeting with Kalitta and the developers. She also expressed excitement about OWAA's parade float, as she serves on the parade committee.

IX. Board Member Comments

Mr. Dutcher: Mentioned the county's recycling program is active and progressing well, with a ribbon-cutting scheduled for tomorrow. Funding includes state grants. There are plans to expand recycling sites, possibly in Sand Lake and Hale. Contracts with a cardboard company aim to make the program sustainable. Currently, there are three recycling sites at the Oscoda high school, Tawas and Whittemore, and efforts continue to educate the public and address issues such as improper disposal. The county held two electronic waste collections this year, with plans to add additional events in 2026. Mr. Dutcher also mentioned the county voted to keep the current county flag and ordered extra flags that are for sale.

X. Review of Bills and Payments

November: Dave Dailey

December: Terry Dutcher

XI. Adjournment

Mr. Dutcher made a motion to adjourn the meeting at 10:34 a.m. Mr. Kubik supported the motion. All in favor. Motion carried

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