

OSCODA-WURTSMITH AIRPORT AUTHORITY

BOARD OF DIRECTORS

April 16, 2026

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
TERRY DUTCHER	PRESENT
NICKKI TREGEAR	ABSENT
STEVE FRANKS	PRESENT
ADAM KLINE (ALTERNATE)	ABSENT

**OTHERS PRESENT:**

BRENDA MCNEILL	ADMINISTRATOR
JASON WALKER	ASSISTANT AIRPORT MANAGER
ROB EPPERT	LEGAL COUNSEL
WILLOW NEWMAN	ADMINISTRATIVE ASSISTANT
OSCODA PRESS	SANDY MCPHEE
NANCY HOWSE	OSCODA TOWNSHIP
AMANDA HANEY	OWA ACCOUNTING

**III. Adoption of Agenda**

**Mr. Dutcher motioned to accept the agenda as presented and was supported by Mr. Swise. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

**IV. Approval of Meeting Minutes - March 26, 2026**

**Mr. Munson motioned to accept the minutes as presented with Mr. Dutcher's support. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

**V. Financial Activities March 2026**

- A. MARCH 2026-** Ms. McNeill and Mr. Swise reviewed the bank statements and financial transactions for March 2026. A list of bills for payment totaling \$131,927.98 was provided.

**Mr. Dutcher motioned to approve the March 2026 financial activities report, which includes payment transactions totaling \$131,927.98. Mr. Kubik supported the motion. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

- B. FY 2nd Quarter Budget Review and FY 2026 3rd Quarter Budget Amendments-Resolution 2026-01:** Ms. McNeill presented. Budget reports demonstrating revenue and expenditure activities during the 2nd quarter of FY 2026 (1/1/26 through 3/31/26) were provided. Staff recommended two adjustments within the General Fund Budget:  
Under general staff expense \$1,200 Medicare and \$5,000 Social Security costs totaling \$6,200 will be moved to the Capital Improvement Budget (CIB) under Engineering/Professional Services.

**Mr. Dutcher motioned to accept the FY 2026 3rd Quarter Budget Amendments-Resolution 2026-01 supported by Mr. Kubik. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

**VI. Current Business**

- A. Car & Driver Magazine June Event- Special Use Agreement-** Car and Driver are interested in renting Taxiway A for high-speed runs, EV and conventional vehicle testing in early June. It will be a 3-day event with approximately 10-13 vehicles. OWAA will provide staff for safety to monitor incoming aircraft

**Mr. Dutcher motioned to approve this special usage supported by Mr. Kubik. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

- B. Airport Management and Staffing-** Chairman Boyat provided an update on this topic. He shared that over the years the structure of OWA management & administration has tried a myriad of configurations. With the retirement of Airport Manager Jack Brown, the executive committee has chosen to move Administrator Brenda McNeill laterally into the Airport Manager position.

Additionally, current Assistant Airport Manager Jason Walker will be moved into the position of Airfield Operations Manager.

**Mr. Dutcher motioned to approve these staffing adjustments supported by Mr. Swise. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

## **VII. Updates**

- A. **FAA Airport Terminal Grant Application-** Chairman Boyat provided an update on this topic. Since the grant's local share of approximately \$1.3 million for a minimum required need of approximately 5,000 sq ft., staff is regrettably recommending the withdrawal of the grant application currently due to the expense. This would also require withdrawal from the companion MAP application submitted with the same paperwork.

During discussion Boyat noted that the size of a general aviation (GA) terminal per the FAA is 2500 sq. ft., or approximately 30% of the current building of 8000 sq. ft. Given OWA's unique need in being able to simultaneously host hundreds of visitors during events such as Northern Strike, significantly downsizing OWA's terminal would not be in its overall best interest. Therefore, OWA would be better served by rehabilitating its current terminal facility. Ms. McNeill has already found another grant through MDOT to pursue with this new agenda if the Authority is interested. Boyat stated that he thinks this is the right direction to head since the current terminal is structurally sound.

- B. **MDOT Office of Aeronautics State/Local Airport Program General Fund Appropriation-** Ms. McNeill shared the update on this topic which continued the discussion regarding OWA's terminal rehabilitation. This is a new program as of FY 2026 and is a one-time General Fund appropriation of \$5 million to help address the categories of unfunded airport maintenance, capital development, revenue generation/sustainability and equipment needs at GA airports. OWA staff are prepared to submit a completed application by the deadline of May 31st for capital development and maintenance projects to MDOT for airport terminal upgrades. It is understood that the \$5 million will be shared amongst the chosen grant applicants.

Another benefit of this grant is that there is no required local financial input from awardees. In addition to justification for the grant and any additional information, letters of local support will be requested. If OWAA is awarded a portion of the grant, the deadline for the completion of projects for which the funds will be used is in the early fall of 2026. Ms. McNeill has already begun to reach out to local contractors in northern Michigan for upgrades in plumbing, doors (with passcode locks) and

windows for the current terminal building as well as maintenance buildings to establish availability within this time frame.

**Mr. Munson motioned to approve the pursuit of this grant supported by Mr. Dutcher. Dutcher - Yes, Franks - Yes, Munson - Yes, Swise - Yes, Boyat - Yes, Kubik - Yes, Kline - Absent. Motion carried.**

### **VIII. Public Comment**

**Nancy Howse, Oscoda Township:** Ms. Howse stated that Mr. Kline wished he could be in attendance: however, the local area flooding issues currently require all of his attention.

#### **Items of interest:**

- Sandbags are available at Warrior Pavilion for local area citizens to help deal with flooding. They are also available at the police station. Warrior Pavilion itself is under water, and the boat launch has floated away.
- Recently a housing meeting took place in Tawas City. Local government officials, developers and realtors were in attendance to discuss additional housing in local townships and throughout Iosco County.
- Howse will be attending a housing convention in Lansing at Kirtland Community College May 11-13 Housing. She will share what she learns at the next OWAA board meeting.
- A program sponsored/funded by MEDC called First Impressions Tourism is a group of 5 anonymous people who will come into Oscoda Township in the fall who have never been here before and will be doing a survey on their first impressions of Oscoda. A local Committee was put together composed of representatives from the Visitors Bureau, Chamber of Commerce, herself and Rosemary Nentwig from the Veterans Park. They will put a report together for us which will be ready after the first of the year. She added that vacant buildings will likely be at the top of the list.
- The Township Board met this past Monday and approved her whole list of events which she will get to Ms. McNeill and Eric at Ausable Township. She will inform OWAA of the start and end times for each.
- Develop Iosco will hold their third quarterly community meeting on September 10th at Warrior Pavilion beginning at 8:30 a.m.
- Master plan work is continuing at the township and county levels. Advertising for public review will most likely occur in September for both.
- Leaf and brush drop-off Saturday April 25th
- Drop off disposal at Travis will begin June 6th which will require a \$10 permit that can be picked up at the Township Hall.
- Township approved moving forward on the Lake Theater project for the 'Match On Main' Grant, which is through the MEDC. They are looking to create a Backlot Bistro in the alley between the fit club and the theater and turn it into an outdoor dining

experience which will have food and music. It will be competing with about 200 other projects for these funds.

#### **IX. Board Member and Staff comments**

**Munson** requested that The Storm Drain project be put on the agenda for next month's meeting adding that the airport is under pressure from EGLE to address this post haste.

**Walker** is planning to pick up an equipment donation of an additional broom (2004) from Flint Bishop International Airport tomorrow which is big news. It comes with an extra blower head and a pallet of extra parts. The extra broom will allow them to clear 60 ft of snow at a time, increasing runway safety and snow clearing efficiency.

**McNeill** will also be traveling to Flint with Walker, and she will be looking for letters of support for the MDOT grant. If anyone has suggestions on who might be willing to provide one, please let her know. Additionally, McNeill noted that the Aviation Education Scholarship of \$6,000 previously approved had been paid out.

#### **X. Review of Bills and Payments**

**April** - Munson      **May** - Dutcher

#### **XI. Adjournment**

**Mr. Dutcher made a motion to adjourn the meeting at 10:33 a.m. supported by Mr. Kubik. All Present In Favor. Motion carried.**