



Owosso Community Airport

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Shiawassee Airport Board

Ron Spicer, Chair — Caledonia Township
Julie MacKay, Vice — Shiawassee County
Richard (Dean) Ebert, Treas. — City of Owosso
Joy Archer — Owosso Township
Becky Smith — City of Corunna
Mona Lisa McLaughlin — Airport Pilot Rep.
Garry Csapos, Secretary — Airport Manager

SHIAWASSEE AIRPORT BOARD

Regular Meeting of February 8, 2024
Airport Terminal

MINUTES

Approved March 14, 2024

ATTENDANCE:

Roll Call

Members Present

Becky Smith	City of Corunna
Ron Spicer	Caledonia Charter Township
Joy Archer	Owosso Township
Richard Ebert	City of Owosso
Julie MacKay	Shiawassee County
Garry Csapos	Airport Manager/Secretary
Mona Lisa McLaughlin	Airport Pilot Rep.

Members Absent: Becky Smith, Mona Lisa Mclaughlin.

APPROVAL OF AGENDA:

Motion to approve agenda by Julie MacKay supported by Joy Archer.

Roll Call: - Approved by all present.

APPROVAL OF MINUTES:

Minutes of January 11, 2024 Meeting: Motion to approve by Dean Ebert supported by Julie MacKay.

Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. Lee Ann French commented that the Lady 99s will be here at the airport on Saturday February 24th. She asked if anyone would pitch in and donate for some flowers and some decoration things and some aviation things for their anniversary. Rick Musson suggested they take up a personal collection.

COMMUNICATIONS:

- a. Mona Lisa McLaughlin- Airport Pilot Rep.
None.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$4,439.66 for February 2024. A Trial Balance report from the Shiawassee County Financial Administrator shows a

pooled cash balance of \$38,906.60 in Horizon and \$29,832.18 in Chase ending January 31st, 2024. The AvFuel credit balance ending December 29th, 2023 was \$74,037.99. The January credit balance is not available yet. Total revenue deposited for the month of January 2024 was \$20,473.34. Motion to accept the financial report as presented by Dean Ebert and supported by Joy Archer.
Roll Call: -Approved by all present.

MANAGERS REPORT:

Garry Csapos reported that fuel sales for the month January 2024 is 715 gallons. Total fuel sales so far for the year 2024 is the same 715 gallons. On Friday January 19th Doug Haskins and airport manager Garry Csapos secured an agreement with Sam McLaren to remove the trees from his property. These trees are an obstruction to the approach to runway 24. Removing these trees will meet the Basic Utility standards for runway 24. On Friday we received a complaint from the hangar owner of #1547 Taxi Street 1 that the melting snow was flooding his hangar. On Wednesday January 24th there was a small aviation fuel spill during a fuel transfer when we received our last load of aviation fuel. EGLE (Environment, Great Lakes and Energy) was notified. We did here from EGLE and they think the spill will require a cleanup. They will get back with us. Doug and I have been doing some research and it looks like a spill of more than 10 gallons should be reported. Garry Csapos explained how the spill happened. There was some board discussion. On Monday January 29th we renewed the agricultural contract with Martin Krhovsky for the year 2024. Martin is OK with the planned expansion of Huron Avionics because the area he will lose that he is cropping will be more than made up for when we relocate the wind circle. On Wednesday January 31st the remaining trees obstructing runway 24 have been taken down.

UNFINISHED BUSINESS:

- a. Garry reported as mentioned in the manager's report that the trees obstructing the approach to runway 24 have been taken down. We have Ed Dudgeon to thank for that because he used his own money to pay the tree cutters to cut down the trees. We also have a fire wood company who will cleanup the area if they can have the fire wood.

NEW AND MISCELLANEOUS BUSINESS:

- a. Jed Dings of Dings Architects gave a presentation outlining Huron Avionics plans to expand using architect drawings. Each board member had copies of their own to follow. This will more than double their hangar size and will include some support space between their hangars. Jed further explained the dimensions and location of the expansion. There is also an issue of water all the way around the building. We are right there by the county drain. So we will be collecting the water and sending it to the drain. We talked with the drain Commissioner and he is all good with it. This will take some of the hydrostatic pressure of the east end and will help all of the neighbors too. We will be adding a taxiway apron that will just about double. He doesn't plan to change the dumpster or close it in. We believe that the approaches are so tight in that the funnels are not going to be affected by the buildings. We are also staying within the grid. The different properties by numbers and there is a gridded area shown on the site plan. We are well within that grid. We understand that the area is preapproved for development. Rick Musson said we have to get with Mead & Hunt and make sure nothing has changed. Jed said that we are expanding the idea of a septic field. The cost of using the existing tank that is being pumped but the cost of every five weeks is significant. So now we are going to look into doing a field for our building. We have two bathrooms with more people there which will merit a field. This may pay back in about three years. We recommend anything less than seven years. The expansion includes an acceptable parking lot next to the entrance, support spaces and a new hangar. The hangar has to have floor drains that flows into an oil separator. The drain commissioner wants an outside catch basin with a down turning goose neck to keep any oil from coming out. For any little spills in side the building we recommend a little cistern for small spills if any does happen. He has the FAA form 7460-1 done and ready to submit it. Ron Spicer said he didn't know how long it would take the FAA to respond. Further discussion followed. There was concern about a dump area north of their hangar. Jed said they were lucky when it comes to storm water because the county drain is only 110 feet from the outlet. We do not plan to do storm water retention. Further discussion followed about drainage.
- b. Ron Spicer said he was in contact earlier with Ben of Mead & Hunt about an amendment to our sponsor contract. Some of the property owners that didn't want their trees cut down last year decided to have them cut down. Our out of pocket share went up about a thousand dollars. Ben

from Mead & Hunt called me even though we haven't received the invoice from the tree company yet he wanted to make sure we got it approved in advance so he could let the tree cutter know it was approved. We are in the process of pulling all of the invoices together and putting them in a spreadsheet so I can start filing for our reimbursement. The increase of our local portion is \$1,173.00.

- c. Ron Spicer opened a discussion of future board officers for 2024. Ron Spicer nominated Rick Musson for Board Chair person. All in favor say I, approved. Dean Ebert nominated Julie MacKay for Vice Chair. All in favor say I, approved. Joy Archer nominated Dean Ebert for Treasurer. All in favor say I, approved.
- d. Ron Spicer remarked that Garry and I didn't see anything that needed a change this year regarding the airport documents. Julie MacKay made a motion to approve the Airport Documents for year 2024 without any new changes. Ron Spicer supported the motion.
Roll Call: -Approved by all present.

CITIZENS COMMENTS:

- a. None.

BOARD MEMBER COMMENTS:

- a. Julie MacKay suggested we do something for Ed Dudgeon for his expenses for clearing the trees from the approach to runway 24. Board members discussed ideas. Julie also thanked Ron Spicer for all he has done for the airport board.

ADJOURN: Motion to adjourn made by Joy Archer and supported by all present.

**Sponsor Members: Shiawassee County - City of Owosso
City of Corunna - Caledonia Charter Township - Owosso Township**