



Owosso Community Airport

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Shiawassee Airport Board

Rick Musson, 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 March 14, 2024
Airport Terminal

MINUTES

Approved April 11, 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.

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 February 8, 2024 Meeting: Motion to approve by Dean Ebert supported by Julie MacKay. Roll Call: - Approved by all present.

CITIZENS COMMENTS:

- a. Ron Hasse expressed concerns about situations at the airport. First there was a homeless person living on the airport. That situation has been taken care of to a degree. There are more toward the river that are becoming more and more of an issue. Lee Ann French commented that there are people who walk over to the Café are not comfortable with the homeless. She said she found out about the homeless from her customers and reported it to the manager. Lee Ann described the homeless camps that she observed. Rick Musson said that these concerns will be addressed in about a week or two. Unfortunately the cleanup will fall on our shoulders. Ron Spicer asked if the airport was working with the Sheriff's Department. Rick Musson responded we are about to. Ron Spicer inquired about the possibility of using inmates to keep the river trail clean. Lee Ann asked if the trail is going to be patrolled more often. Mona Lisa asked if people were still crossing the runway. Ron Hasse mentioned that he and Phil Siemiantkowski are considering getting a box from flightaware that will eliminate the gap in coverage that happens when an aircraft lands at the airport. They would like permission to install it at the airport.

COMMUNICATIONS:

- a. **Mona Lisa McLaughlin- Airport Pilot Rep.**
Mona Lisa said the 99s did come out for their 90th anniversary and were impressed. The Café did an amazing job. They are talking about having a larger celebration this summer at the airport this summer. Mona Lisa also reported the progress made by the Winds Air Ground School.

FINANCIAL REPORT:

Garry Csapos presented the financial report showing prepaid and unpaid bills of \$3,049.67 for February 2024. A Trial Balance report from the Shiawassee County Financial Administrator shows a pooled cash balance of \$65,012.48 in Horizon and \$29,832.18 in Chase ending February 29th, 2024. The AvFuel credit balance ending January 31st, 2024 was \$70,252.70. The February credit balance is not available yet. Total revenue deposited for the month of February 2024 was \$33,986.25. 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 February 2024 is 1,818 gallons. Total fuel sales so far for the year 2024 is 2,533 gallons. It has been brought to my attention on Tuesday February 13th that there is a homeless person camping on airport property. That person was asked to leave and he picked up his belongs and moved. Late Sunday night February 18th it was discovered that the pilot controlled lighting system and the AWOS over the air broadcast system was not working. On Tuesday February 20th a service technician from J. Rank Electric Inc. inspected the system and reported that the main circuit board of the brain in the electrical vault needs to be replaced. We did receive a replacement a few days later. Also on Tuesday February 20th Tom Smith of MDOT replaced the VHF transmitter on the AWOS system. This restored the over the air broadcast of weather information from the AWOS. On February 21st and 22nd Doug, Garry and Rick attended the 2024 Michigan Airport Conference at the Kellogg Center at Michigan State University. Some of the topics presented were Cyber Security, Future Airport Funding and Creating an Asset Management Plan. They also had a former Airforce combat pilot discuss the Michigan National Guard Aviation Initiatives. Willow McLaughlin attended the conference on Thursday and was awarded the Aviation Student of the Year Award. On Saturday the Owosso Community Airport and Joe Lee's Café hosted the Michigan Chapter of the 99's reunion in the terminal building. Doug Haskins replaced the main circuit board that we were waiting for in the electrical vault but that alone did not fix the problem. On Wednesday February 28th Rick Musson and Doug Haskins replaced a relay in the electrical vault and the pilot controlled lighting system was back up and running.

UNFINISHED BUSINESS:

- a. **Ron Spicer gave an update Obstruction Removal Reimbursement.** Ron explained that a couple months ago MDOT decided to discontinue the existing projectwise solution and we had to wait until December 7th to get the update. Ron used his personal lab top to get into the system. I got all of the grant stuff for the furnace together and has been submitted for reimbursement. It is \$11,400.00. Earlier today I put all of the obstruction removal grant reimbursement stuff, which is the Mead & Hunt Invoices all in one document. There is \$24,943.00 of grant and MDOT reimbursements submitted. As far as the furnace grant goes, when it was brought to us it was \$32,000. The airport has used \$11,400.00. Between now and 2026 the airport has \$20,600.00 to use if they can find projects that can fit the criteria. Its pretty much environmental stuff. Ron also discussed improvements that could be made to our e-mail service. We could change to a wireless carrier and have the option of managing our own network. I will get some quotes.
- b. **Garry Csapos reported on clearing the private property of trees in the approach to runway 24.** All board members have the three quotes in their packets for clearing the trees. We have a quote from Alpine Tree Service, JJ's Excavating and Tree Service and RLP Forestry. Garry Csapos explained that the trees that penetrated the approach have been taken down and Nicholes Tree Service has been clearing the lot of fallen trees and collecting fire wood. This will remedy the issue regarding our Provisional License. The land has changed owners and is owned by Sam McLeran. These quotes are about cutting the remaining trees and finishing the cleanup. The board members discussed the three quotes. We agreed to do all of the lot not just the area affected by the approach. Ron Spicer asked if we have contacted MDOT about are license yet? Garry Csapos responded I have informed by e-mail our MDOT inspector that we have removed the trees in the approach to runway 24. Rick Musson said to get ahold of MDOT

and see where that stands. Board members discussed the agreement we have with the property owner. Rick Musson said I don't see why we need to act on this if we are not obligated to do it. We will table this for the next meeting. The board members discussed the quotes again. Rick Musson said get more information for the next meeting.

NEW AND MISCELLANEOUS BUSINESS:

- a. None.

CITIZENS COMMENTS:

- a. Lee Ann French explained she has been contacted by Spectrum on internet service at the airport. She explained the plan they are offering. This will include Sharing the cost with other businesses. It would be \$10,000.00 for the first business and \$6,000.00 for each business after that. Rick Musson asked Garry the airport manager set up a meeting for him, Ron Spicer and Julie MacKay with the internet provider. We need a meeting to clarify this.

BOARD MEMBER COMMENTS:

- a. Julie MacKay wished Joy Archer a happy birthday and thanked Ron Spicer for hanging with the board during this transition period. Rick Musson said Ron Spicer led the airport through a very trying time during this obstruction process and we are deeply in your dept.

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**