



Approved: 9/20/19 JH

**MEETING OF
August 29th, 2019**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE
CITY AIRPORT ADVISORY BOARD** held August 29th, 2019.

CALL TO ORDER

Chair Richard Bouters called the meeting to order at 5:30 PM followed by the Pledge of Allegiance.

ROLL CALL

Present: Richard Bouters, Leon Vercruysee, Brian Harrington, Richard Wright, Leon Jarema*, Rod Cortright*, Jerry Schmidt*, Allen Struza*

Absences: Doug Brubaker (excused), Bud Chipman*

**Ex Officio Members*

Staff: Michael Cain – Airport/City Manager

Citizens: John Van Etten

**READING AND
APPROVAL OF
MINUTES**

Motion by Brian Harrington, seconded by Leon Vercruysee, to approve the July 25th, 2019 minutes as amended. Unanimously passed.

CORRESPONDENCE

Information letter dated July 2, 2019 from the State of Michigan, DEPARTMENT OF TRANSPORTATION, Lansing

As ...technical advancement [has] continued, demand for the Michigan Aeronautical Chart has declined and cost associated with the production continue to rise. With this in mind, MDOT has made the difficult decision to cease production of the Michigan Aeronautical Chart beginning in 2020.

No response required and no implied or expressed action required by the Airport Advisory Board.

**CITIZENS COMMENTS
(NON-AGENDA ITEMS)**

None

**REPORTS OF OFFICERS,
BOARDS AND STANDING
COMMITTEES**

None

UNFINISHED BUSINESS

Distance Remaining Signs Installation

Richard Wright expressed that currently the signs are positioned in the ground 50 feet from the runway edge in accordance with FAA Advisory Circular 15/5340-18F. They are not, however, permanently installed according to the manufacturer's installation recommendations.

Airport Patron Event

On August 5th the day after the final call for RSVPs Richard Wright's recommendation to the Airport/City Manager was to cancel the Airport Patron Event. *Will Attend* responses fell far short of the go-no go count needed to reach the vendor's breakeven point. Of the 166 invitations mailed only 12 responses were returned. Of those 12, eight responses were *Will Attend*, four expressing their regrets. The Airport/City Manager agreed to cancel the event. All *Will Attend* responders were notified on August 5th of the cancellation. Further, on August 17th, the planned Patron Event planned day, an *Event Cancelled* temporary sign was posted at the event location to further notify anyone who, at the last minute, decided to attend the event.

Consolidation of Airport Policies, Guides and Procedures

Richard Bouters relayed current progress focused on adding meaningful links and streamlined information on the Airport tab of the City of Boyne City web site. Additionally Richard will ensure a notation regarding the airport's distance remaining signs is included in the Airport Facility Directory.

Emergency Plan Status

Richard Wright reported The Boyne City Airport Emergency plan was updated in August to reflect comments received from Boyne City Emergency Medical Service Chief John Lamont:

I have two concerns; when outlining response it is indicated [the] first action is to render care; First action should be to make the scene safe, my other concern is the listing of emergency phone numbers; Our stations Police, Fire or EMS are not continuously staffed. Those numbers should be listed as 911.

Other

Terminal Grounds Landscaping

Allan Sturza presented information regarding Boyne City Garden Club purchased flowers formally intended for city grounds were planted along the base of the airport terminal. M. Cain agreed the City will reimburse The Boyne City Garden Club approximately \$50 for the flowers.

Further terminal improvements in August was the installation of a trellis on the street side of the terminal to screen unsightly utility meters on the building wall. Mr. Sturza also stated that the building internet cable is now underground and the pole formally supporting the cable can now be removed.

NEW BUSINESS

A motion was made by Brian Harrington for the Reappointment of Bud Chipman, Leon Jarema and Leon Vercruysee to the Boyne City Airport Advisory Board. Motion seconded by R. Wright – carried.

Michael Cain stated, "...currently all airport hangars are full [rented] and there are five persons on the waiting list. One tenant may terminate her lease in the coming months."

According to Rod Cortright on August 10th six aircraft at the Boyne City Airport were used to provide 82 free airplane rides to young citizens interested in aviation.

GOOD OF THE ORDER

Boyne City Airport 100 Low Lead aviation fuel price decreased to \$4.50 per gallon on August 12th, 2019.

ANNOUNCEMENTS

The next regular Airport Advisory Board meeting is scheduled for Thursday, September 26th, 2019 at 5:30 PM.

ADJOURNMENT

The meeting was adjourned at 6:30 P.M. by meeting chair, Richard Bouters.



Richard K. Wright
Boyne City Airport Advisory Board Secretary