



Approved: \_\_\_\_\_

**MEETING OF  
AUGUST 29, 2013**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOYNE CITY AIRPORT ADVISORY BOARD HELD AUGUST 29, 2013**

**CALL TO ORDER**

Chair Reynolds called the meeting to order at 5:30 p.m. followed by the pledge of allegiance.

**ROLL CALL**

Present: Richard Bouters, Ed Hennessey, Jerry Schmidt, Oral Sutliff and Leon Jarema\*

**ATTENDANCE**

Absent: Bud Chipman\*, Rod Cortright\*, Jim Kozlowski\*, Larry Trumble\* and Roger Reynolds

\*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain

**EXCUSED ABSENCES  
MOTION**

**Sutliff moved Bouters seconded PASSED UNANIMOUSLY** to excuse Roger Reynolds.

**APPROVAL OF MINUTES  
MOTION**

**Sutliff moved Bouters Reynolds seconded PASSED UNANIMOUSLY** to approve the July 25, 2013 minutes as presented.

None

**CORRESPONDENCE**

**Hangar Inquires/Leasing:**

**UNFINISHED BUSINESS**

- Reported by Michael Cain that all City owned hangar's are currently leased.
- **Liability Insurance Renewal:**
- **Bouters moved Sutliff seconded, PASSED UNANIMOUSLY** that the Airport Liability Insurance be renewed with the proposal from AVSURANCE CORPORATION.

**MOTION**

**Terms expiring:**

**NEW BUSINESS  
MOTION**

- **Bouters moved Sutliff seconded, PASSED UNANIMOUSLY** to recommend the City Commission re-appoint Larry Trumble\*, Bud Chipman\*, James Kozlowski\* and Ed Hennessey to the Airport Advisory Board each to a three year term expiring September 2016.
- **Safety Seminar:** Will be held Tuesday, October 15, 2013 at 6:00 p.m., at the Airport Terminal.
  - a. Flyer posted in terminal and handed out to board member (see attached)
  - b. E-mail notification of the event will be sent out by the FAA 2 weeks prior.
  - c. Leon Jarema will provide cookies. Richard Bouters & Ed Hennessey will

provide coffee.

**RC Airplane:**

- Michael Cain received a request from Jim Foley to use an area of the airport to fly remote controlled airplanes. The board is in favor of this with the recommendation that air traffic is monitored via transceiver radio.

**Airplane Broker:**

- Michael Cain received a request from an airplane brokerage firm to enter into an agreement. After board discussion, **Bouters moved Sutliff seconded PASSED UNANIMOUSLY** to give Cain the authority to research and enter into an agreement.

**Letter to AV Fuel:**

- Airport neighbor Don Nessen has asked Michael Cain to send a letter of thanks to AVFuel (airport fuel provider) in recognition to their tanker truck driver for the care he takes while driving through the neighborhood. Mr. Nessen indicated that the driver is quiet and thoughtful of noise issues while making deliveries to the airport. Cain will draft and send the letter.

**Hangar Maintenance:**

- Report of the roof leaking at city owned hangar C17. The city maintenance supervisor has been alerted and will investigate.

**GPS Approach:**

- As reported at a previous meeting by Jerry Schmidt, a portion of the GPS navigation has been eliminated from GPS software. After research, Jerry determined that the original publication had mistakenly included this portion and has been removed by the FAA. The main part of the approach remains.

**Signage for Fuel Pump:**

- Leon Jarema proposed a removable sign to be placed at the fuel pump to alert pilot's to issues such as airport closure for the Annual Drag Races as well as other information as needed. Jarema and Cain will work on this and report back to the board.

**Terminal Door Combination:**

- Richard Bouters reported that the combination to the terminal is currently listed on the Boyne City Airport page in the AOPA (Airplane Owners & Pilot's Association) airport directory. It will also be listed on the Boyne City Airport page in AirNav.com after , October 17, 2013. This combination is also found on the Boyne City Airport page in the Michigan Airport Directory (printed & eVersion).

**Tie Downs:**

The board continues to research Airport Tie-Down policy related to rates and monitoring and will discuss at the September meeting.

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**GOOD OF THE ORDER**

- AV Fuel price \$5.76 per gallon as of August 26, 2013

**NEXT MEETING  
MOTION**

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**Sutliff moved Bouters second PASSED UNANIMOUSLY** to change the September Airport Advisory Board meeting to Thursday, September 19, at 5:30 pm in the Airport Terminal.

**ADJOURNMENT**

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Vice Chair Schmidt adjourned the Airport Advisory Board meeting at 6:29p.m.

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Richard L. Bouters