



**BOYNE CITY
AIRPORT ADVISORY BOARD
MEETING**

Thursday, August 27, 2020 at 5:30 p.m.

Hangar A-12

Boyne City Municipal Airport
1040 E. Main Street

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. READING AND APPROVAL OF MINUTES
 - Approval of the July 16, 2020 minutes
4. CORRESPONDENCE
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
 - A. Hangar/Hangar Door Inspections
 - B. PAPI – technical installation requirements and constraints
 - C. Trailhead – Bicycles on Taxiway – Building Improvements
 - D. Sturza Lease Extension
 - E. Airport Terminal Building Fencing
 - F. Personnel Restricting Signs
 - G. Painted Parking Place Lines
 - H. Cancellation of Labor Day Drag Races
 - I. Airport Capital Improvement Plan
 - J. Other
8. NEW BUSINESS
 - A. Other
9. GOOD OF THE ORDER
 - The fuel price increased to \$3.75 per gallon as of July 28, 2020
10. ANNOUNCEMENTS
 - The next regular Airport Advisory Board meeting is scheduled for Thursday, September 24, 2020.
11. ADJOURNMENT



Approved: _____

**MEETING OF
July 16th, 2020**

RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE CITY AIRPORT ADVISORY BOARD held July 16th, 2020.
(Irregular meeting date due to COVID-19 mitigation efforts and personnel scheduling conflicts)

CALL TO ORDER

Chair Richard Bouters called the meeting to order at 5:28 PM followed by the Pledge of Allegiance.

ROLL CALL

Present: Richard Bouters, Doug Brubaker, Brian Harrington, Richard Wright, Allen Sturza*, John Van Etten*, Leon Jarema*, Rod Cortright* via telephone conference

Excused Absence: Leon Vercruysee

**Ex Officio Members*

Staff: Airport/City Manager Michael Cain

Citizens: Ron Lungren

Guests: Michael Borta, Brian Merk (*Prein & Newhof*, airport services consulting.)

**READING AND
APPROVAL OF
MINUTES**

Motion by Richard Wright, seconded by Doug Brubaker to approve the February 27th, 2020 minutes as written. Unanimously passed.

Note: March, April, May and June 2020 Airport Advisory Board Meetings were cancelled due COVID-19 concerns.

CORRESPONDENCE

FAA Request to Decommission Charlevoix Non-Directional Beacon
The Board agreed unanimously with the FAA's decision to decommission the Charlevoix Non-Directional Beacon. There is no effect from this decommissioning on the Boyne City Airport.

Letter from Spectrum Business

Michael Cain is reviewing cost savings options with Northern Homes.

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

Hangar Door Mechanical Failure

Citing a recent incident where Leon Jarema's hangar door opening mechanism failed and serious personal injury was narrowly avoided, Leon suggested all airport hangar doors should be marked, *Stand Clear When Door in Operation*.

The failure occurred when the master link on the door opening chain opened disconnecting the chain which allowed the door to fall shut. Citing this incident as a possible indicator of other like hangar door opener mechanism failures, Richard Wright suggested randomly selected, or all hanger doors, should be safety inspected for wear-and-tear and proper operation. Michael Cain committed to coordinate with the door support service provider regarding hangar door inspections.

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

None

UNFINISHED BUSINESS

Michael Borta / Brian Merk, (*Prein & Newhof*) Runway 27 Approach Obstructions

Prior the Board Meeting Richard Wright accompanied Messrs. Borta and Merk while they conducted an informal yet informative survey of vertical obstructions penetrating the approach slope safety zone to approach end of runway 27. The high terrain east of the runway 27 landing threshold is “marginally” under and within the Michigan Department of Transportation/Aviation (MDOT-A) safety limits.

Further Runway 27 discussion centered on Precision Approach Path Indicator (PAPI) lights. Issues regarding the need for the lights and technical installation requirements and constraints lead to Richard Wright taking an action to research the issues and report back to the Board at the August meeting.

When asked if State or Federal monies were available for Boyne City capital improvements/maintenance Borta replied yes, monies are available but standard protocol must be followed. Michael Borta responded:

1. Apply to MDOT-A for the consulting engineering selection process (FAA requirement).
2. Update Boyne City’s Airport, Airport Capital Improvement Plan (ACIP) and Airport Layout Plan (ALP)
3. Request Michigan Airport Meeting with MDOT-A

Trailhead

Bicycles on Taxiway

Leon Jarema commented he has observed numerous bicyclists on the airport taxiways who are apparently looking for the entrance to the Boyne City – Boyne Falls Non-Motorized Trail. Leon cited the need for a larger sign clearly delineating the route to the trail entrance. Brian Harrington and Alan Sturza agreed to research placing warning signs around the terminal indicating unauthorized personnel to keep out.

Fencing

Alan Sturza’s mentioned the absence of airport fencing on the northeast corner of the approach end of runway 27. The very near proximity of the trailhead in that area creates an attractive nuisance where bicyclist/pedestrians may view the runway as an interesting shortcut, depart the trail and continue their travel down the runway. In response Michael Cain reported the City plans to install signs restricting persons from the airport property and or security fencing.

NEW BUSINESS

Addition for Hangar B5

Alan Sturza presented printed building plans formalizing his desire to build an extension on the back side of his hangar (B5). When the building is complete the hangar will accommodate two Boyne City based aircraft. The extension requires minimal soil preparation and other than trimming tree branches no trees need to be removed.

Motion by Doug Brubaker to petition the Boyne City, City Commission to review Sturza's building plans. Upon City Commission approval the airport manager will determine a new lease agreement with Sturza. Motion seconded by Richard Wright and unanimously passed by the board.

Fencing by Airport Terminal Building

Michael Cain, Brian Harrington and Richard Bouters agreed to meet after the meeting to discuss the fence type, location and length.

Other

Leon Jarema recalled his concern for the aviation public perception of the Boyne City Airport. During the July 4th weekend multiple aircraft parked in the airport tiedown area yet the area was unmowed. Michael Cain advised that Boyne City's Department of Public Works has been working with reduced staff due to the COVID-19 crisis.

Michael Cain presented the City's Planning Commission work on a new plan for painted parking place lines enabling better vehicle parking allocation and control.

Michael Cain's also commented that the Labor Day Drag Races will most likely be cancelled. Estimated net effect to the Boyne City Airport is a \$5000 revenue reduction.

GOOD OF THE ORDER

ANNOUNCEMENTS

Boyne City Airport 100 Low Lead aviation fuel price increased to \$3.71 per gallon on July 10th 2020.

ADJOURNMENT

The next regular Airport Advisory Board meeting is scheduled for Thursday, August 27th, 2020 at 5:30 PM at the Boyne City Airport Terminal.

The meeting was adjourned at 7:12 PM by meeting chair, Richard Bouters.

Richard K. Wright
Boyne City Airport Advisory Board Secretary

August 7, 2020 Hangar Inspections

DPW Mike Peterson

(yellow block indicates city controlled hangar)

Hangar #	Items Found
A-11	Plane Cessna N187BA. Small 4ft ladder. Clean.
A-12	No plane present. Fork lift, bikes, refrigerator, leaf blower, ladder, air tank, cabinets, misc household cleaning products. Good condition.
A-13	Plane NX89CM. Table, trampoline, refrigerator, fan. Clean.
A-14 & North Garage	Plane Cessna N5198T. Bikes, cabinet, chairs, Jeep top, plow, sled. Good condition.
A-15	Old plane – no numbers. Plane parts. Clean.
A-16	No plane present. Mercedes Benz, chair. Good condition.
A-17	Plane Piper N4371Z. Tool box, air compressor, file cabinets, safe, table, foosball game, headboard. Good condition.
A-18	No plane. Pontoon boat, 2 sea-doo jet skis, bikes, furniture, lawn mower attachments. Good condition.
A-20	No plane. Shelves with cords, storage bins. Very clean.
A-22	Plane Cirrus N729AJ. Very clean.
A-24	Plane Piper N5868H. Furniture, air compressor, tool box, shelves, cleaning supplies, ladder, bike, engine stand, misc. Good condition.
A-26	No plane. Air compressor, extension cords, spare tire, tools, shelving, cleaning supplies. Good condition.
B-1	No plane. Cadillac, Chevy Tahoe, snow blower, push lawn mower, bikes, jet ski. Clean.
B-3	Plane Piper N2093M. BMW, bikes, boxes, furniture, snow blower, tires, push mower. Clean.
B-5	No Access.
B-7	No Plane. Boat Trailer, jet ski trailer, 2 snowmobiles, 4 patio chairs, table, shelving, bikes, 2 kayaks, 2 Polaris. Clean.
B-11	Plane Cessna N2318C. Tool box, table, air compressor, propane heater and tank, push mower,

	shovel, desk, tires, mini fridge. Clean.
B-13	Plane Cessna N277TC. 2 propane tanks, metal shelving, tires, snow blower, boat trailer, ski hauler, firewood. Clean.
B15	No Plane. Tool box, cabinet shelves, cleaning supplies. Couch BMW, 5 bags insulation, furniture, tires, dirt bike, old fridge, power washer, ladders, wooden fence. Clean.
B-17 (B-19?)	Plane Mooney N1030R. Shelving, bikes, dirt bike, snow blower, Triton trailer, fishing poles. Clean.
C-13	Plane N177GL. Air compressor, mini fridge, Chrysler Crossfire, boxes, chairs, shelves, oils, stain, ladder, telescope, bikes, small trailer, Harley Davidson, snow blower, bins of stuff.
C-15	Plane Chinook N269DM. Table, carpet, 2 bikes. Clean.
C-17	Plane Cessna N641AB. Shelving, cleaning supplies. Very clean.
C-19	No plane. Dodge Nitro, Polaris, Kubota snow blower attachment. Clean.
C-21	Empty. Clean
C-23	Plane Cessna N89244. Air compressor, work bench, shelves Lincoln Town Car, 2 propane heaters, table and chairs. Clean.
C-25	Planes (2) Hawk N560BP and Christavia N45573. Air compressor, gas cans (1 full), Boston Whaler, bike, ladder, cabinet. Good condition.
D-1	Plane N47086. Boat, boat trailer, scaffolding, airplane parts, lawn mower. Clean.
D-3	No plane. Boat and pontoon. Clean.
D-12	Plane Sea Rey N475SR. Hobie Cat, Toyota Lund Cruiser, boxes. Clean.
D-13	Plane Piper N7638Y. Screens, table, chairs, cabinets, totes, Jet ski trailer, grill, golf clubs, couch, down riggers, tires. Clean.
D-14	No plane. Truck, snowmobile, 4 wheeler, boat trailer, jet ski trailer, log splitter, snow blower, chairs, bags of cans. Clean.
D-16	Plane Cessna N757RP. Refrigerator, desk, table, file cabinet, chairs, misc stuff. Clean.

**MICHIGAN STATE BLOCK GRANT PROGRAM
FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2017* to FY-2022**

*ACIP includes current development year (2017 already programmed - minor changes acceptable)

Airport Name: Boyne City Municipal Airport						Date prepared: 07/12		Revised: 4/15/14; 5/22/14; 10/01/15; 01/04/17	
Associated City: Boyne City						Prepared By:		QoE Consulting	
Sponsor: City of Boyne City						Sponsor email address & phone:		mcairn@bovncity.com (231) 582-6597	
Airport Identifier: N98						FINAL ACIP due to MDOT AERO: ASAP			
Development Year	Project Description	Shown on ALP? (Yes or No)	ACIP Code**	NPIAS Priority Rating**	State	Local	Total	Remarks/Item Justification - Provide as much detail as possible.	
2017	Update Airport Layout Plan (ALP)	NA	62	PL/PL/MA	81,000	9,000	90,000	The current ALP does not meet Federal standards and was done to have a 'plan on file'. An updated ALP is needed to obtain airspace review of future projects. This ALP update does not include survey to the FAA Advisory Circular 150/5300-16B, -17A, and -18B standards.	
2018	Land acquisition in west runway approach	Yes	41	ST/LA/SZ	630,000	70,000	700,000	Property is needed to clear trees at existing residences in the west runway approach in order to reduce the Runway 9 displaced threshold. An estimated 18 residences may be involved. Approach survey during the ALP Update and Rwy. 9 threshold location decisions made during the update will determine the specific number of easements needed.	
2019	Construct Parallel Taxiway - Phase I (3,440' ± x 35')	Yes	56	CA/TW/CO	630,000	70,000	700,000	Phase I of the parallel taxiway (broken into two phases to reduce annual construction costs). Ph I will be taxiway from the N-S connector taxiway to the east runway end. Per 2012 MI Airport Directory Boyne City Municipal Airport has 13 based aircraft, 2,629 local ops, 6,573 itinerant ops (9,202 total ops).	
2020	Construct Parallel Taxiway - Phase II (1,240' ± x 35')	Yes	56	CA/TW/CO	247,500	27,500	275,000	Phase II of the parallel taxiway is to reduce back-taxiing and improve airport safety. Ph II will be taxiway from the N-S connector taxiway to the west runway end.	
2021	Airport security fencing (3,000')	Yes	38	ST/EQ/SE	112,500	12,500	125,000	Fencing is needed to control pedestrians, ATVs, and snowmobile traffic, as well as reduce deer incursions on the runway	
2022	Rehabilitate Runway 9-27 (35,000 ± sy)	Yes			787,500	87,500	875,000	Estimates not yet prepared, but must be a consideration in the upcoming years. Based on visual pavement inspection, runway rehab may be considered ahead of the two parallel taxiway projects.	
2023									
TOTALS:					2,488,500	276,500	2,765,000		

*Proposed airport development must be shown on current FAA-approved ALP prior to funding project.

**In accordance with FAA Order 5100.39A, Appendix 6 - Fields need to be completed (Refer to Airport Code spreadsheet provided on MDOT Aeronautics website under Block Grant Program for specific airport code)