



1-23-2014

Approved: ✓

**MEETING OF  
OCTOBER 24, 2013**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOYNE CITY AIRPORT ADVISORY BOARD HELD OCTOBER 24, 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 Bud Chipman\*Leon Jarema\* Larry Trumble\* Roger Reynolds

**ATTENDANCE**

Absent: Rod Cortright\*, Jim Kozlowski\*  
\*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain

**EXCUSED ABSENCES**

None

**APPROVAL OF MINUTES  
MOTION**

**Schmidt moved Bouters seconded PASSED UNANIMOUSLY** to approve the September 19, 2013 minutes.

**CORRESPONDENCE**

None

**UNFINISHED BUSINESS**

**Hangar Inquires/Leasing:**

\*Hangar D-12 rented as of 10/18/2013

\*Hangar C-19 (with garage) is available. Garage rented by John Ramsey.

\*Leak repairs completed to hangar C-17. Also, door seals being researched.

**Boat trailer revenue:**

\*\$207.20 to Airport

\*\$310.80 to Marina

The board considered this to be a successful program.

**NEW BUSINESS**

**A. Election of Officers**

\***Bouters moved, Sutliff seconded, PASSED UNANIMOUSLY** to appoint Jerry Schmidt as Chair, Oral Sutliff as Vice Chair and Richard Bouters as Secretary.

**B. Change to Hangar Lease wording:**

\***Schmidt moved, Sutliff seconded, PASSED UNANIMOUSLY** to add the words "return keys to Licensor" to page 3, section K of the Hangar lease.

**C. Delinquent Hangar/Fuel bills:**

The board reviewed two delinquent fuel and hangar bills. Michael Cain has been in contact with one party and payments have been made and arranged.

The party to the second fuel bill will be contacted by registered letter. Michael Cain will report back regarding progress.

**D. Permit for Commercial use/Leon Jarema:** (see attached)

**Schmidt moved, Bouters seconded, PASSED UNANIMOUSLY** to allow a Commercial use permit to Leon Jarema.

**E. Adoption of 2014 Calendar:** (see attached)

**Bouters moved, Schmidt seconded, PASSED UNANIMOUSLY** to adopt the following 2014 calendar for the Airport Advisory Board. The Airport Advisory Board will meet on the 4<sup>th</sup> Thursday of the month, excluding November & December, at 5:30pm at the Airport Terminal.

**F. Updates to the Airport Emergency Plan:**

Changes to the Airport Emergency Plan will be made to reflect the new board Chair and the addition of Richard Bouters as Assistant Airport Manager.

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**GOOD OF THE ORDER**

\*Fuel price is \$5.54 per gallon as of September 30, 2013.

\*Safety Seminar: Attended by approximately 20 and consider a very timely and well presented topic.

\*Ron Ludgin has filed a Freedom of Information Act request to the city for a list of Names, Addresses, Phone Numbers and E-Mail addresses for all Hangar Tenants at the airport for the purpose of organizing a pilots association. The city is processing that request.

\*The QoE Consulting Quarterly report was reviewed by the board.

\*The board discussed upgrades to the Airport Terminal and will explore this topic at the January board meeting.

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**ANNOUNCEMENTS  
NEXT MEETING**

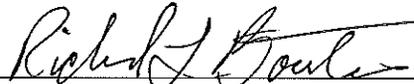
The next regular Airport Advisory Board meeting is scheduled for Thursday, January 23, 2014 at 5:30pm in the Airport Terminal.

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**ADJOURNMENT**

Chair Reynolds adjourned the Airport Advisory Board meeting at 6:29pm.

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Richard L. Bouters