



**BOYNE CITY  
AIRPORT ADVISORY BOARD  
MEETING**



Thursday, June 27, 2013 at 5:30 p.m.  
Terminal Building Lobby  
Boyne City Municipal Airport  
1040 East Main Street

*Scan QR code or go to  
[www.cityofboynecity.com](http://www.cityofboynecity.com)  
click on board's  
commissions for complete  
agenda packets & minutes  
for each board*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
  - Excused Absences
3. READING AND APPROVAL OF MINUTES
  - Approval of the May 23, 2013 meeting minutes
4. CORRESPONDENCE
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
  - A. Hangar Inquires/Leasing
  - B. Open House
  - C. Crack Sealing
8. NEW BUSINESS
  - A. Memorial Day Expense Sheet
9. GOOD OF THE ORDER
  - Fuel Price \$5.81 per gallon as of June 10, 2013
10. ANNOUNCEMENTS
  - The next regular Airport Advisory Board meeting is scheduled for Thursday, July 25, 2013
11. ADJOURNMENT

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, Clerk/Treasurer, 319 North Lake St., Boyne City, MI 49712; 231-582-0334*

*Mission Statement:*

- *To enhance the economy of Boyne City by providing a safe, inviting transportation alternative for citizens, manufacturers and visitors.*

ATTENDANCE RECORD												
Member	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Richard Bouters	P											
Ed Hennessey	P											
Jerry Schmidt	P											
Roger Reynolds	P											
Oral Sutliff	P											

P=Present  
A=Absent  
E=Excused  
X=Meeting canceled

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(231) 582-0334*



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

**MEETING OF  
MAY 23, 2013**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOYNE CITY AIRPORT ADVISORY BOARD HELD MAY 23, 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, Bud Chipman\*, Rod Cortright\*, Ed Hennessey, Leon Jarema\*, Jim Kozlowski\* Roger Reynolds, Jerry Schmidt and Oral Sutliff

**ATTENDANCE**

Absent: Larry Trumble\*

\*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain  
Michael Borta of OoE Consulting

**APPROVAL OF MINUTES  
MOTION**

**Sutliff moved Schmidt seconded PASSED UNANIMOUSLY** to approve the March 28, 2013 minutes as presented.

**CORRESPONDENCE**

None

**CITIZENS COMMENTS:**

None

**UNFINISHED BUSINESS**

- **Hangar Inquires/Leasing:** Airport Manager Cain reported that hangar C-19 will be released back to the city by the current tenant.
- **Open House:** Bouters reported on the progress of the Open House planning. Flyers will be finished soon by Harbor House Publishing and go out for distribution.
- **Crack Sealing:** Cain reported that the City is talking with MDOT regarding cost sharing for Crack Sealing at the Airport and expect work to be complete in July.

**NEW BUSINESS**

- **ACIP-CIP:** Michael Borta of OoE (Engineering Consultants) gave a presentation regarding working with the board to develop a 5 year Airport Capital Improvement Plan (received and filed). He indicated that an updated plan is a requirement to qualify for Airport improvement funding from the State of Michigan as well as the FAA. The board asked questions and offered comment and will research this proposal and meet again with Mr. Borta at a future meeting. No action was taken.
- **Operator Repairs:** An automatic door opener on one of the city owned hangar's is in need of repair and prices are being reviewed.

- **Boat and Trailer Storage:** Barb Brooks, Harbor Master, presented a proposal to have boat and/or boat trailer storage on Airport property. Harbor Master Brooks handed out a memo (received and filed) that outlined proposed fees as well as actions by the marina staff regarding storage. This proposal includes a distribution of fees collected with 60% to the marina and 40% to the Airport. Board discussion included concerns regarding location of the storage area, as the board would like input on the location. It was also expressed that the storage not disrupt the normal operations of the Airport. Brooks indicated that the final plan for storage would be at the approval of the Airport Board. **Bouters moved Schmidt seconded, PASSED UNANIMOUSLY** that Harbor Master Brooks proceed with the plan to include boat and/or trailer storage on Airport property.

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**GOOD OF THE ORDER**

- AV Fuel price as of 5/6/2013
- The 2013 Michigan VFR Sectional map has been posted in the terminal.
- The City is considering options regarding trees along the North boundary of the Airport.

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**NEXT MEETING**

Airport closed at noon on Saturday, May 25<sup>th</sup> for the Memorial Drag Race. The next Airport Advisory Board will be held Thursday, June 27, 2013 at 5:30 p.m.

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**ADJOURNMENT**

Chair Reynolds adjourned the Airport Advisory Board meeting at 7:00 p.m.

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Richard L. Bouters

# MEMORIAL DAY 2013 EXPENSE SHEET

## EXPENSES:

Mike Bayko	250.00
Maria Shrift	25.00
Alyssa Mercer	25.00
Terry Gaither	25.00
Libby Laviolette	25.00
Ruth Froats	25.00
Nikki Wheat	25.00
Nick Christensen	25.00
Tom Follette	50.00
Brownie Moscow	50.00
Kohl's (Dept Shirts)	114.41
Logo Pro's	87.12
Dollar General (hangers)	5.04
Boyne Marathon (ice)	6.74
Chafee Excavating (Porta Jons)	\$450.00
Lion's (Insurance)	<u>\$500.00</u>
	\$1688.31

## INCOME:

Pre-registrations	\$175.00
Income from Race Day	<u>\$11,001.00</u>
	\$11,176.00

## PROCEEDS:

Total amount to be divided	\$ 9487.69
50% Boyne city Airport	\$ 4743.84
50% Boyne city Police Department	\$ 4743.84