



**BOYNE CITY  
AIRPORT ADVISORY BOARD  
MEETING**

Thursday, February 28, 2019 at 5:30 p.m.  
Airport Terminal  
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 January 24, 2019 minutes
4. CORRESPONDENCE
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
  - A. "Say Weather" – airport weather advisory reporter
  - B. Distance Remaining Marker Update
  - C. 2019 Goals Ranking
  - D. Power Line High Visibility Markers
  - E. Airport Parking – Final Determination
  - F. Status of Emergency Plan
  - G. Other
8. NEW BUSINESS
  - A. MAAE Conference – Points of Interest
  - B. Multi-media Presentation Equipment
  - C. Airport Insurance for Renters
  - D. Other
9. GOOD OF THE ORDER
  - The fuel price remains at \$4.72 per gallon as of October 5, 2018.
10. ANNOUNCEMENTS
  - The next regular Airport Advisory Board meeting is scheduled for Thursday, March 28, 2019
11. ADJOURNMENT



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

**MEETING OF  
JANUARY 24<sup>th</sup> , 2019**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE  
CITY AIRPORT ADVISORY BOARD HELD JANUARY 24th, 2019.**

**CALL TO ORDER**

Chair, Richard Bouters called the meeting to order at 5:33 PM followed by the pledge of allegiance.

**ROLL CALL  
ATTENDANCE**

Present: Richard Bouters, Brian Harrington, Richard Wright, Doug Brubaker  
Jerry Schmidt\*, Leon Jarema\*, Rod Cortright\*  
Absent: Leon Vercruysee, Bud Chipman\*, Allen Sturza\*  
\*Ex Officio Members

Citizens: John Van Etten, Lynn Van Etten  
Staff: Airport and City Manager, Michael Cain; Timothy Fass, Boyne City  
Director of Public Works (DPW)

**EXCUSED ABSENCES**

None (Board member absences were unintentionally omitted)

**APPROVAL OF MINUTES**

October 25th 2018 Meeting Minutes:  
Under NEW BUSINESS, III, 2019 Boyne City Airport Advisory Board Meeting Schedule the meeting minutes incorrectly reflected a start time as 5 PM. The meeting minutes are changed to show a start time of 5:30 PM. Motion by Harrington seconded by Brubaker to pass the meeting minutes as amended.

January 10th 2019 Special Airport Advisory Board Goal Setting Meeting:  
Motion by Wright seconded by Brubaker to pass the meeting minutes as written.

**CORRESPONDENCE**

Received January 22nd, 2019, from Prein & Newhof to Mr. Mike Cain, re. QoE Acquired Prein & Newhof. Letter recounts Prein & Newhof's values of: *Invest Wisely, Build Expertise and Develop Relationships*. Also mentioned is Prein & Newhof is a Michigan only business with headquarters in Grand Rapids, MI.

Received January 24th, 2019 from Mr. Travis Hatt, subject: Flying drone at Boyne Mountain January 26th, 2019. The Board's collective agreement was the activity does not affect Boyne City Airport operations. Cain advised Mr. Hatt to also advise those responsible for Boyne Mountain Airport operations of the proposed activity. Ensuing conversation detailed that an airport operator may disapprove drone flights if those flights interfere with manned aircraft flight.

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

Mr. John Van Etten enquired if it would be possible to install or have installed high visibility red obstruction balls (Catenary Unlighted Markers, AC No: 70/7460-1L, Subject: *Obstruction Marking and Lighting*) on the power lines crossing the approach zone to runway 27.

Michael Cain will discuss this issue with the Michigan Department of Transportation – Aviation (MDOT) at the Michigan Association of Airport Executives (MAAE) meeting scheduled for February 19 – 20 in Lansing, MI.

**COMMITTEES**

Nothing reported

**UNFINISHED BUSINESS**

**Review Consolidated Goals List**

Richard Wright provided an expanded four page spread sheet delineating:

1. 2018 Summary Boyne City Airport Advisory Board Goals
2. 2018 Carry-Over Boyne City Airport Advisory Board Goals (2018 Completed Goals Deleted)
3. 2019 New or Restated Existing Airport Advisory Board Goals
4. 2019 New and Existing 2018 Combined Goals List
  - i. Additional columns reflect each goal's status and if funding is required.

Board members agreed to individually prioritize the 23 2019 goals sending their assessments to Richard Wright via email no later than February 11th.

**Airport Parking Final Summary**

Richard Bouters presented the results of his study, *AIRCRAFT OVERNIGHT PARKING PROJECT, June 1<sup>st</sup> thru August 31<sup>st</sup> 2019*. Richard's five page printed study includes six attachments spanning the project's purpose, goal, development process, parameters and summary. Based on extensive data gathered Richard suggests three alternative possible actions:

1. Continue charging overnight parking fees
2. Develop a process to monitor, record and collect fees for parked aircraft during the peak user season
3. Abandon aircraft overnight parking fees.

The ensuing discussion primarily centered on positive and negative effects of abandoning overnight parking fees. The merits of revenues collected was contrasted with the potential loss of revenues from aviation fuel sales and local economy stimulation. Mr. John Van Etten reported that many smaller general aviation airports do not collect overnight parking fees if that aircraft operator purchases fuel at that airport. Ms. Lynn Van Etten suggested that until a final course of action is chosen and committed to by the Board it would be beneficial to reflect the fact that Boyne City does indeed collect overnight airport parking fees in the Airport Facility Directory.

Board consensus regarding the possible actions was not achieved. The issue was tabled until the next scheduled airport advisory board meeting.

### **Installation of Runway Distance Remaining Markers**

Richard Wright briefly informed Mr. Tim Fass (DPW Director), that the newly acquired runway distance markers are in cold storage at the DPW facility in Boyne City. Further, consistent with the purchase agreement the deadline for markers installation is end April 30<sup>th</sup>, 2019.

### **Airport Automated Weather Reporting**

*Say Weather*, a commercial aviation weather reporting and recording system, was presented by Richard Wright. Board members watched a TV video (equipment courtesy Richard Bouters) presentation of the system.

Board members quickly noticed the absence of cloud cover and visibility information severely limit the systems effectiveness. Richard Wright pledged to compile data on other commercially available weather reporting systems and periodically present those findings to the board.

## **NEW BUSINESS**

### **Budget Suggestions**

Budget suggestions will continue after the 2019 Airport Advisory Board Goals are collectively prioritized. Deadline for budget requests is mid-March 2019.

### **Proposed Establishment of Graying Temporary Military Operations Area**

Michael Cain will send the correspondence letter to the board members for consideration.

### **Boyne City Public Works *Box Snow Plow***

Tim Fass reported that DPW has a purchase bid on a highly effective box snow plow. He reported that the Boyne City Airport would greatly benefit from such a device.

## **GOOD OF THE ORDER**

The current price of aviation 100 Low Lead (LL) at the Boyne City Airport is \$4.72 per gallon.

## **ANNOUNCEMENTS**

None

## **NEXT MEETING**

The next regular Boyne City Airport Advisory Board meeting is scheduled for Thursday, February 28th, 2019 at 5:30 p.m. at the Airport Terminal.

## **ADJOURNMENT**

The meeting was adjourned 7:02 PM by Chair, Richard Bouters.

Richard K. Wright \_\_\_\_\_  
Boyne City Airport Advisory Board Secretary

February 7, 2019

Dear friend of Avfuel,

I truly appreciate the generous contribution, made by Avfuel on behalf of its customers this past holiday season, to support my pursuit of a cure for scleroderma. Your gift will enable me to broaden the scope of my collaboration with our clinical team and conduct meaningful research that will translate from bench to bedside.

Scleroderma is a complex and little-understood condition that causes tightening of the skin, as well as progressive, life-threatening damage to the internal organs. It affects 150,000 people in the United States and approximately 1.5 million worldwide. It is the most fatal of all rheumatologic diseases. Treatment is restricted to symptom relief largely due to the obscurity of the disease and its unknown cause.

The Michigan Medicine Scleroderma program, led by Dinesh Khanna, M.B.B.S., M.Sc., Frederick G.L. Huetwell Professor of Rheumatology and Professor of Internal Medicine in the division of Rheumatology, is a tertiary referral center for patients with scleroderma, treating approximately 1,200 patients annually. Our team focuses on patient care, education, as well as cutting edge research, both clinical and basic science.

For more than ten years, I have dedicated one hundred percent of my investigative efforts to scleroderma. It took me about a year to optimize isolating blood vessel cells from tiny skin biopsies (about the size of an eraser on a pencil) knowing that blood vessel complication is one of the hallmarks that happens in the early development this disease. I believe if we understand what happens in these cells we can stop the disease in the initial phase. Employing this novel technique (only a few labs in the world can do this), will allow my work to shed light on a new, exciting, and thus far unexplored facet of the dermal vascular system. The research has the potential to identify key genes which may prove to be useful targets for the development of new therapeutics for treatment of scleroderma.

I am grateful to you and Avfuel Corporation for empowering me to further pursue audacious — yet rewarding — ideas and to achieve the ultimate goal of finding a cure of this mysterious and devastating disease. My work would not be possible without support of partners like you.

With warm wishes,



Eliza PS Tsou, PhD  
Research Assistant Professor  
Edward T. and Ellen K. Dryer Early Career Professor of Rheumatology  
Division of Rheumatology, Internal Medicine

Rec'd 2-11-19

# 2019 MICHIGAN AIRPORT CONFERENCE AGENDA

## Wednesday, February 20, 2019

- 7:30 - 8:30 a.m.      **Continental Breakfast with Exhibitors**
- 8:30 - 8:45 a.m.      **Welcome & Overview**
- 8:45 - 9:00 a.m.      **MDOT Office of Aeronautics Update** - Mike Trout, Office of Aeronautics
- 9:00 - 9:15 a.m.      **FAA Update** - Rebecca McPherson, Great Lakes Regional Administrator
- 9:15 - 10:15 a.m.    **Ask your questions! Panel of FAA, MDOT, & TSA**  
John Mayfield, Mike Trout & Larry Marshall
- 10:15 - 10:45 a.m.    **Break with Exhibitors**
- 10:45 - 12:00 p.m.   **PFAS-Current State of the Evolution Toward use of Fluorine Free Foam**  
Zach Puchacz, Mead & Hunt; Chris Ceiceik, LinmoTech;  
Shalene Thomas, Wood. and Bryan Budds, MDOT-Office of Aeronautics
- 12:00 - 1:00 p.m.    **Lunch & Speaker**  
James Fults, Michigan Dept of Talent and Economic Development (TED)
- 1:15 - 2:15 p.m.    **Environmental Spill Response & Jet Fuel Spill Case Study**  
Jody Kubitz, Cardno
- 2:15 - 3:30 p.m.    **A Mindset for Innovation**  
Erik Skogsberg, Michigan State University
- 3:30 - 4:00 p.m.    **Break with Exhibitors**
- 4:00 - 5:30 p.m.    **Airport Roundtables**
- 5:30 - 6:30 p.m.    **Reception with Exhibitors**

## Thursday, February 21, 2019

- 8:00 - 9:00 a.m.      **Continental Breakfast with Exhibitors**
- 8:30 - 9:00 a.m.      **MAAE General Membership Meeting**
- 9:00 - 9:45 a.m.      **Runway Incursions & Excursions: RIM and Planning for Compliance**  
Sean Thompson, Mead & Hunt; Katy Delaney, FAA;  
Dave Reid, Kalamazoo Battle Creek International Airport
- 9:45 - 10:30 a.m.    **U.S. Aviation Inflection Point: Time to Think About the System Holistically** – Bill Swelbar
- 10:30 - 11:00 a.m.    **Break with Exhibitors**
- 11:00 - 12:00 p.m.   **PCI Reports: what does this mean for an airport sponsor & how to get more bang for your buck with the statewide crack seal problem.**  
Kyle Potvin, Applied Pavement & Christina Thelen & Elyse Lower, MDOT
- 12:00 - 1:30 p.m.    **Awards Luncheon**



**MAAE**

**Michigan Association  
of Airport Executives**

**General Membership Meeting  
Kellogg Hotel & Conference Center  
Lansing, Michigan  
February 21, 2019**

**AGENDA**

1. Minutes of the September 13, 2018 General Membership Meeting
2. Financial Report through December 2018
3. The MBAA Annual Meeting and legislative day has been rescheduled to Wednesday, April 17, 2019. MBAA & MAAE will start the day at 8:00am with a legislative breakfast (8:00-9:15am). All members of the Michigan House of Representatives and State Senators will be invited to join us for breakfast. Location will be at MBAA Office.
4. Annual Conference Dates
  - 2019 - Port Huron, September 9-13, 2019
  - 2020 - Mackinaw Island, September 14-18, 2020
  - 2021 - Crystal Mountain, September 13-17, 2021
5. Michigan Airport Conference February 19 & 20, 2020  
Kellogg Hotel & Conference Center in East Lansing
6. Committee Reports
  - Air Carrier & Operations
  - General Aviation
  - Scholarship Initiative
  - Professional Development Initiative
7. Miscellaneous
8. Adjournment



**MAAE**  
Michigan Association  
of Airport Executives

MICHIGAN ASSOCIATION OF AIRPORT EXECUTIVES  
General Membership Meeting  
Boyne Highlands Resort - Harbor Springs  
September 13, 2018

President Dave Reid called the meeting to order at 9:05 a.m.

The minutes from the February 22, 2018 General Membership Meeting held at Kellogg Hotel & Conference Center were reviewed. Kevin Klein moved for approval of the minutes as presented, they were seconded by Brian Picardat and the motion carried.

The Financial Report was presented through August 2018.

Members were reminded to save the date for the 2019 Michigan Airport Conference scheduled February 20-21, 2019 at the Kellogg Hotel and Conference Center, and the 2019 MAAE Annual Conference scheduled at Blue Water Convention Center in Port Huron, September 9-13, 2019.

**Air Carrier Committee:** Nothing new to report.

**General Aviation Committee:** Gary Kellan reported the committee continues to work on implementing a Passport Program to encourage pilots to fly and visit airports. One of the challenges involves developing methods for monitoring and tracking airport visits.

**Legislative Committee:**

Senator Schmidt joined the MAAE General Membership Meeting and was introduced. Commissioner Dave VanderVeen thanked Senator Schmidt for his continued support to aviation. Commissioner VanderVeen also reported Senator Barlow was in the process of introducing legislation for regulating the use of float planes on Michigan waterways.

2018 Election - Election season is in full swing and Lansing has been quiet since it adjourned for summer recess in June. The legislature returned for one session day—September 5—to act on two citizen-initiated petitions and will not return until September 25th.

The political landscape in Michigan is similar to the national landscape. Much of the conversations are whether Michigan will experience a “blue wave” and if it does just how high that wave will be. The consensus is that Republicans will lose seats in both legislative chambers, but the question is how many. The House is more likely to flip control but remains an uphill battle for Democrats. Currently, Republicans hold a 63-47 majority in the State House and a 27-11 majority in the State Senate. Former Senate Minority Leader Gretchen Whitmer is a slight favorite to win the gubernatorial race against Attorney General Bill Schuette.

MAAE Testifies at House Appropriations Subcommittee on Transportation - Representative Shane Hernandez, Chair of the Appropriations Subcommittee on Transportation requested the MAAE testify on issues facing aviation in Michigan. On March 13, MAAE First Vice President Wayne Sieloff testified in front of the committee. Testimony discussed the aviation industry in Michigan including the statewide economic impact and the critical aviation infrastructure serving passengers and businesses throughout Michigan. MAAE also discussed the continue need for aviation infrastructure funding and the continuing difficulty airports will face without additional support.

PFAS - The situation in Michigan regarding water contamination due to the use of PFAS continues to widen in scope. Last spring the issue came into focus in the areas surrounding the Wurtsmith Air Force Base in Oscoda and Wolverine Worldwide in Kent County.

**MICHIGAN ASSOCIATION OF AIRPORT EXECUTIVES**  
**BALANCE SHEET**  
 December 31, 2018

**ASSETS**

**Checking & Savings**

**MSU Credit Union**

Certificates of Deposit - 4 Year	\$ 69,573.31
Certificates of Deposit - 1 Year Add On	\$ 10,201.69
Business Spartan Saver	<u>\$ 5.00</u>

**sub-total** \$ 79,780.00

**PNC**

Checking Account	\$ 133,918.33
Outstanding Checks	<u>\$ (1,086.53)</u>

**sub-total** \$ 132,831.80

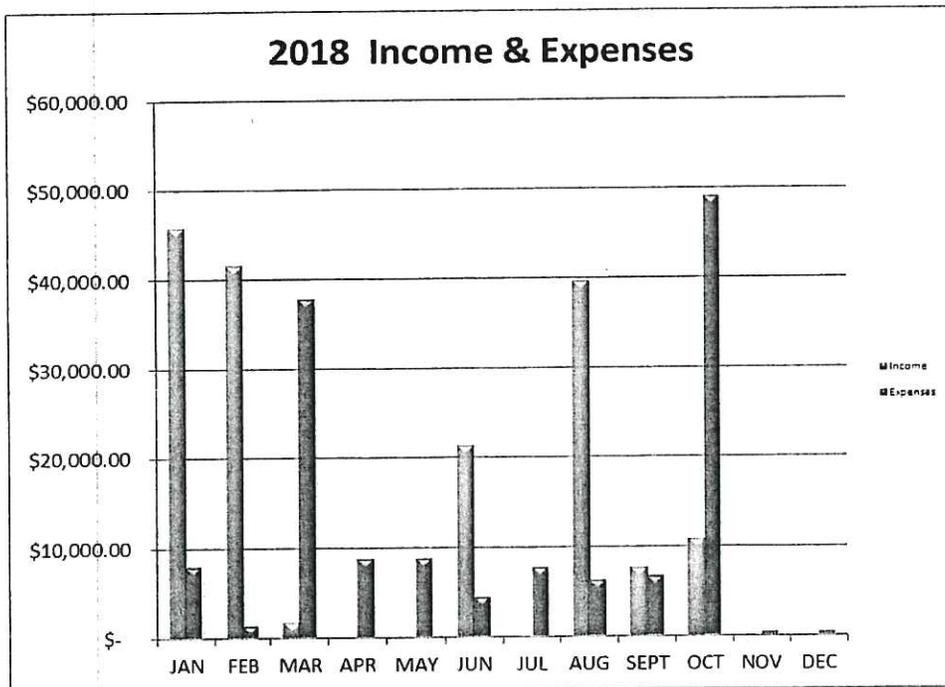
**Total Assets** \$ 212,611.80

**LIABILITIES**

**Equity**

Opening Balance	\$ 179,800.38
Net Income	\$ 27,261.42
Pre-Paid Revenue	\$ 5,550.00

**Total Equity & Liabilities** \$ 212,611.80



**MICHIGAN ASSOCIATION OF AIRPORT EXECUTIVES  
INCOME STATEMENT  
December 31, 2018**

**INCOME**

2018 MAC Registrations	\$	24,100.00
2018 MAC Vendors	\$	19,425.00
2018 MAC Sponsorships	\$	13,250.00
2018 Annual Conference Registrations	\$	23,850.00
2018 Annual Conference Vendors	\$	12,300.00
2018 Annual Conference Sponsorships	\$	14,550.00
Training Grant	\$	27,985.59
Interest & Dividends	\$	1,105.88
Executive Member Dues	\$	17,830.14
Corporate Member Dues	\$	14,500.00

**Total Income**

**\$ 168,896.61**

**Expenses**

2018 Michigan Airport Conference	\$	30,854.50
2018 Annual Conference	\$	51,043.50
2020 Annual Conference	\$	2,500.00
2021 Annual Conference	\$	1,200.00
Training Seminars	\$	1,086.53
Web Site	\$	2,415.64
Contract Labor - Jezak	\$	30,000.00
Contract - Kindsvatter	\$	5,000.00
Contract - Attorney Fees		
Contract - Accountant Fees	\$	330.00
Contributions		
AAAE-GLC Conference		
MBAA	\$	500.00
Tri-County Safe Harbor		
Office Supplies/Postage/Mailings	\$	438.84
MAAE Promotional	\$	662.03
Internship Program	\$	6,000.00
Scholarship Program	\$	3,000.00
Telephone/Fax/Internet Service/Cell	\$	3,482.32
Bank Charges	\$	2,216.66
Travel	\$	330.59
Equipment/Virus Protection	\$	116.58
Insurance/Taxes	\$	458.00
Miscellaneous		

**Total Expenses**

**\$ 141,635.19**

**NET INCOME**

**\$27,261.42**

4. **Licensor Inspection/maintenance:** Licensee agrees that the Licensor or its agent may enter the premises at any necessary time to inspect, maintain, or repair the premises.
5. **Taxation of Leases or Users of Tax-exempt Property:** Lease and use agreements at Boyne City Municipal Airport, for the conduct of business on the airport, are subject to applicable laws and regulations. The provisions are attached to this Agreement as exhibit "A" on page 7.
6. **Services Provided by Licensor:** For tie-downs on aircraft ramp, Licensor shall provide suitable anchors for the purpose of securing the aircraft to the space. Licensee shall, however, have the final responsibility for securing the aircraft to the anchors.
7. **Sub-agreement/Assignment:** Licensee shall have no right to assign this Agreement without the prior written approval of Licensor. ***The parking of aircraft not owned or leased by Licensee within the space shall constitute an assignment.***
8.  **Insurance:** All property stored in or on the space shall be at the risk of the Licensee and the Licensee is responsible for securing his or her own insurance and the cost of same to cover any personal injury or damage to the Licensee's property. Licensee shall carry commercial general liability insurance coverage, including endorsement for contractual liability and aircraft liability, with a responsible company in the amount of not less than \$ 1,000,000.00, insuring all liability that may arise at or around the space relating to the use of the space and all liability caused by, or attributable to, Licensee or the Licensee's Related Parties. All insurance policy or policies to be obtained hereunder by Licensee shall name Licensor and the airport as an additional insured and provide that it may not be canceled until at least 30 days after notice to Licensor. Licensee shall direct its insurance carrier to issue an endorsement to the policy that waives rights of subrogation against Licensor and the airport with respect to perils and damage and loss covered by policies maintained by Licensor. Licensee acknowledges that its potential liability is not limited to the amount of any liability insurance coverage or to insurance policy limits required in this Agreement.
9. **Indemnity:** Licensee shall be liable for the acts or omissions of Licensee and the Licensee's Related Parties without limitation and further agrees to indemnify, defend, and forever hold harmless the State of Michigan, the Michigan State Transportation Commission, the Michigan Department of Transportation, the Michigan Bureau of Aeronautics, the Boyne City Municipal Airport, and all of their respective officers, directors, employees, agents, servants, contractors, subcontractors, vendors and invitees (each an "Indemnified Party") from and against any and all claims, liabilities, losses, demands, fines, suits, penalties, actions, judgments or other expenses, including, but not limited to, FAA and TSA fines or assessments, reasonable attorneys' fees and costs (collectively, "Damages") incurred by an Indemnified Party as a result of personal injury, death (including wrongful death), or property damages to the extent such Damages arise from Licensee's use or occupancy of the space or from any negligent acts or omissions of Licensee or Licensee's Related Parties.
10. **Release Of Liability:** Licensor hereby disclaims and Licensee hereby releases Licensor from, any and all liability, whether in contract or tort (including strict liability and negligence), for any loss, damage or injury of any nature whatsoever sustained by Licensee, its employees, agents, or invitees during the term of this Agreement arising out of the direct or indirect use of the premises. This includes but is not limited to loss, damage or injury to the aircraft or other property of Licensee that may be located within the space, unless such loss, damage or injury is caused by Licensor's gross negligence, willful or intentional misconduct.