



Approved: 3/28/2013

**MEETING OF  
MARCH 7, 2013**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOYNE CITY AIRPORT ADVISORY BOARD HELD MARCH 7, 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, Rod Cortright\*, Ed Hennessey, Roger Reynolds, Jerry Schmidt and Oral Sutliff

**ATTENDANCE**

Absent: Bud Chipman\*, ~~Rod Cortright\*~~, (*correction 3/28/2013*) Leon Jarema\*, Jim Kozlowski\* and Larry Trumble\*  
\*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain  
There was one member of the public in attendance

**APPROVAL OF MINUTES  
MOTION**

**Sutliff moved Schmidt seconded PASSED UNANIMOUSLY** to approve the January 24, 2013

**CORRESPONDENCE**

Chapter 7- Sanford Sweet: Correspondence reviewed by the board and Airport/City Manager Cain.  
Grayling MOA request reviewed  
Note from Brad Lowran of Traverse City reviewed

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

None

**UNFINISHED BUSINESS**

- Hangar Inquires/Leasing: No new leasing or hangar construction activity reported. Currently all City owned hangars are under lease agreement.
- Open House: Committee report given to board by Bouters with handouts distributed. The open house committee will meet each month prior to Airport Board meeting.
- ACIP-CIP: (Airport Capital Improvement Plan): The board discussed the proposal from QOE Consulting regarding the Airport Capital Improvement Plan. The board recommended that Airport Manager Cain invite a representative from QOE to a future board meeting for a presentation.

**NEW BUSINESS**

- MAAE 2013 Membership Dues: Airport Manager Cain received a billing for 2013 dues to the MAAE for \$70.00. After board discussion, the board leaves this up to the Airport Manager to pursue.

**MOTION**

- Budget Update: 2013 Budget distributed to the board and reviewed by Cain. Discussion by the board regarding hangar Lease fee's and fuel prices. **Schmidt moved Bouters seconded** that the Airport Manager recommend to the City Commission that the leasing fee for a hangar be increased by \$25.00 per month starting with future leases and the price the City receives for the sale of Aviation Fuel be increased from 35 cents to 40 cents (a 5% increase).
- Assistant Airport Manager: Airport Manager Cain has filed application with the State of Michigan to name Richard Bouters as an additional Assistant Airport Manager. Board discussion supported this activity.
- Airport Conference Report: Due to weather, Airport Manager Cain was unable to attend this conference in February.
- Airport Insurance: the Airport Insurance Policy Proposal from Aviation Insurance Solutions was reviewed and discussed by the board. **Sutliff moved Schmidt seconded PASSED UNANIMOUSLY** the board recommends the City Commission approve the proposal from Aviation Insurance Solutions for a period of 2 years.

**MOTION**

**GOOD OF THE ORDER**

- AV Fuel price as of 11/14/2012: \$5.17
- Jerry Schmidt mad a request to be allowed to use the Airport terminal to occasionally house equipment for Instrument flying instruction. **Hennessy moved Sutliff seconded PASSED UNAMINOUSLY** to allow Jerry Schmidt to use the Airport terminal for this purpose.

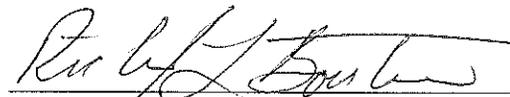
**MOTION**

**NEXT MEETING**

The next Airport Advisory Board will be held Thursday, March 28, 2013 at 5:30 p.m.

**ADJOURNMENT**

Chair Reynolds adjourned the Airport Advisory Board meeting at 6:40 p.m.



Richard L. Bouters