



Approved: 10/25/18 *JA*

**MEETING OF  
September 27th, 2018**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE  
CITY AIRPORT ADVISORY BOARD** held September 27th, 2018.

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**CALL TO ORDER**

Chair Richard Bouters called the meeting to order at 5:30 PM followed by the pledge of allegiance.

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**ROLL CALL**

**Present:** Richard Bouters, Richard Wright, Leon Vercruysee, Jerry Schmidt\*, Leon Jarema\*, Brian Harrington

**Excused Absences:** Oral Sutliff

*\*Ex Officio Members*

**Staff:** Airport/City Manager - Michael Cain

**Citizens:** Chris Cheadle

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**READING AND  
APPROVAL OF  
MINUTES**

Motion by Brian Harrington seconded by Richard Wright unanimously passed to approve the August 23<sup>rd</sup>, 2018 minutes as written.

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**CORRESPONDENCE**

The City of Boyne City received a revision of the 1957 easement from Wolverine Power regarding the land in the approach zone to runway 27 at the Boyne City Airport. The revised easement was sent to the Michigan Department of Transportation (MDOT) for review.

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

None

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

None

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**UNFINISHED BUSINESS**

**A. Overnight Parking Summary – Richard Bouters**

1. Richard Bouters provided a consolidated summary of expected versus actual aircraft revenues for the months of June, July and

August 2018.

2. Total unrealized revenues are \$1115.
3. Options discussed to recover uncollected aircraft parking revenues include;
  - i. The addition of a small fee to the price of sold aviation fuel
  - ii. Encourage increased intenerate air traffic to the Boyne City Airport via completely eliminating aircraft parking fees.
4. Summary analysis continues towards a final recommendation to the Airport Advisory Board.

**B. Runway Distance Remaining Signs Update – Richard Wright**

1. Additional sign vendor information was request by Mr. John Cooper (sign purchaser) and provided in September.
2. Follow-on meeting with Mr. Cooper and AAB members Leon Jarema and Richard Wright scheduled for Monday, Oct., 1<sup>st</sup>, 2018.

**C. Drag Race Review – Michael Cain, Richard Wright**

1. The 2018 Labor Day Drag Races at the Boyne City Airport were conducted safely.
2. The recently relocated water spigot (underground) providing burn-out area washing worked flawlessly.
3. Airport movement painted areas discolored by drag racer vehicles was to the taxiway edge markings. Runway painted markings were unaffected. Richard Wright suggested the relocation of the burn-out area near the water spigot but away from painted areas, i.e. the runway for future drag race events.
4. Michael Cain reported the drag race event garnered a total of \$8560 with \$1000 of expenses yielding a net of \$7560. Fifty percent of proceeds are earmarked for airport expenditures.

**D. October Rotary Club Presentation – Bud Chipman**

1. Unavailable for comment.

**E. Recommendation for Termination of Efforts to Gain General Utility Airport Status – Richard Wright**

1. Richard Wright based his recommendation from previous discussions with Mr. Randy Coller (MDOT Airport Inspections) regarding the high terrain east and in the approach safety zone of runway 27.
2. Issue deferred to the January 2019 Airport Advisory Board meeting.

**F. Release of commitment of Request For Proposal (RFP) to Mead and Hunt**

**for assistance in gaining General Utility Status – Richard Wright**

1. Reconsideration for a release of sending an RFP to Mead and Hunt was based on the previous suggestion to abandon efforts towards obtaining General Utility Airport status.
2. Following further discussions in October Michael Cain and Richard Wright will call Mead and Hunt.

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**NEW BUSINESS**

**A. Welcome to Michigan Aeronautics Commission (MAC) Visitor**

1. Richard Wright gave a standing invitation to MAC member Roger Salo to attend any future Boyne City AAB meetings.

**B. Michigan Association of Airport Executives (MAAE)**

1. Takeaways from the September MAAE meeting in Harbor Springs focused on the process of defining and creating organizational goals. Goal setting for 2019 is slated for discussion at the October 2018 AAB meeting.

**C. Airport Terminal Equipment for Electronic Presentations**

1. Moving forward with meeting technology, Richard Bouters kindly provided multimedia equipment for the entire AAB meeting agenda via electronic presentation.
2. Richard Bouters will discuss splitting the cost of purchasing multimedia devices (large screen TV) with Northern Homes. Equipment will remain in the airport terminal.

**D. Boyne City Chamber of Commerce Presentation**

1. Richard Wright provided a brief airport economic benefit presentation to the Boyne City Chamber of Commerce on September 18<sup>th</sup>, 2018.

**E. Other**

**1. Relocation of Airport Fuel Pump Emergency Shut-Off Switch**

- i. Richard Wright expressed concern regarding the current remote location of the fuel pump emergency shut-off switch. Richard will conduct further investigation and report back to the AAB at the October 2018 AAB meeting.
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**GOOD OF THE ORDER**

**A. Aviation 100LL Fuel Price**

1. As of August 13<sup>th</sup>, 2018 the price of 100LL at the Boyne City Airport is \$4.65 per gallon.

**B. Boyne Business Expo**

1. Oct. 30th. 3pm to 7pm at Boyne Mt
2. AAB representation Richard Bouters and Richard Wright

**ANNOUNCEMENTS**

**C. October AAB Meeting**

1. AAB 2018 goals review
  2. 2019 goals primer
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**A. None**

**B. Next Meeting**

- a. The next and last 2018 regular Boyne City Airport Advisory Board meeting is currently scheduled for Thursday, October 25th, 2018.
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**ADJOURNMENT**

The meeting was adjourned at 6:57 P.M. by meeting chair, Richard Bouters.

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Richard K. Wright-Secretary

