



Approved: 1/25/17 gth

**MEETING OF
OCTOBER 27, 2016**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE CITY
AIRPORT ADVISORY BOARD HELD OCTOBER 27, 2016**

CALL TO ORDER

Chair Schmidt called the meeting to order at **5:30 p.m.** followed by the pledge of allegiance.

**ROLL CALL
ATTENDANCE**

Present: Richard Bouters, Brian Harrington, Oral Sutliff, Jerry Schmidt

* Leon Jarema

Absent:, *Rod Cortright , *Bud Chipman

**Ex Officio Members*

Citizens:

Staff: Airport Manager/City Manager, Michael Cain

**EXCUSED ABSENCES
MOTION**

NONE

**APPROVAL OF MINUTES
MOTION**

Motion by **Sutliff** Seconded by **Harrington** **PASSED UNANIMOUSLY** to approve the **August 25, 2016 & September 29, 2016** minutes as written.

CORRESPONDENCE

NONE

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

Leon Jarema requested that the North entryway and deck be cleaned.

COMMITTEES

NONE

UNFINISHED BUSINESS

- A. Hangar Update:** City controlled hangar A-18 has been leased and hangar C-15 remains available. The city continues to receive inquiries regarding available hangar space as well as interest in new hangar construction.
- B. Airport Advisory Board Vacancy:** The board continues it's search for a city resident to fill this vacancy.
- C. Runway Distance Markers:** This project will be placed on hold until Spring.
- D. Airport Property Purchase Request:** No new progress at present regarding this request.

- E. **Business Expo:** The Airport will be represented at the Boyne Business Expo held on November 2, 2016 at Boyne Mountain.
- F. **Other:**

NEW BUSINESS

- A. **Approval of the 2017 Meeting Schedule:** Motion by **Harrington** Seconded by **Sutliff**, **PASSED UNANIMOUSLY** to hold the Airport Advisory Board meetings for 2017 on the 4th Thursday of each month, excluding November and December, at 5:30pm in the Airport Terminal.
- B. **Election of 2017 Officers:** Motion by **Harrington**, seconded by **Bouters** **PASSED UNANIMOUSLY** to elect Jerry Schmidt - Chair, Oral Sutliff – Vice Chair, Richard Bouters – Secretary for 2017.
- C. **Airport Emergency Plan Update:** The board reviewed changes to the Airport Emergency Plan. These changes will be made and a final review of the Emergency Plan will proceed at the January 26, 2017 meeting.
- D. **QoE Capital Improvement Plan/2015 Airport Inspection Review:** The board requested that Airport Manager Michael Cain contact Mike Borta from Qoe Consulting to attend the January 26, 2017 board meeting to discuss plans to move forward with implementing items on the 2015 MDOT inspection review.
- E. **Other:** Airport manager Michael Cain reviewed a request for the Airport to purchase advertising in a trade publication. The board has declined to do so at this time.

GOOD OF THE ORDER

- A. The Fuel Price at the airport is \$4.20 per gallon as of September 15, 2016.
- B. After some repairs, the Wind Sock at the approach end of Runway 9 has been re-attached to the end of the hangar. This wind-sock gives pilots landing to the East another indicator of wind conditions at this end of the airport.
- C. Due to an increase in aircraft having Emergency Parachute devices included, board member Brian Harrington requested that the Airport Board consider develop planning for disarming the Ballistic devices used in these aircraft in the event of a crash and incorporate this planning into the current Airport Emergency Plan. The board will take up this item at the January 26, 2017 meeting.

ANNOUNCEMENTS NEXT MEETING MOTION

- A. The next regular Airport Advisory Board meeting is scheduled for **January 26, 2017 at 5:30pm** at the Airport Terminal.

ADJOURNMENT

- A. The meeting was adjourned **6:34pm** by **Chair Schmidt**.

Richard L. Bouters-Secretary 