



Scan QR code or go to
www.gov.boynecity.com
for complete agenda packets
and minutes

**BOYNE CITY
AIRPORT ADVISORY BOARD
MEETING**

Thursday, June 28, at 5:30 p.m.
Terminal Building Lobby
Boyne City Municipal Airport
1040 East Main Street

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
 - Excused Absences
3. READING AND APPROVAL OF MINUTES
 - Approval of the May 24, 2012 meeting minutes
4. CITIZENS COMMENTS (non-agenda items)
5. CORRESPONDENCE
 - A. Letter from Owen Tree Service
 - B. Correspondence from DEQ regarding Underground Storage Tank
6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
 - A. Hangar Inquires/Leasing
 - B. Tie Down signs
 - C. Open House/Business after hours
 - D. Drag Race Results
 - E. GPS Approach update
8. NEW BUSINESS
 - A. Fuel Storage Tank- insurance update
 - B. Hangar Inspection findings/letters
 - C. Hangar windsock
9. GOOD OF THE ORDER
 - Fuel Price \$5.50 per gallon as of 6/21/2012
10. ANNOUNCEMENTS
 - The next regular Airport Advisory Board meeting is scheduled for Thursday, July 26, 2012
11. ADJOURNMENT

ATTENDANCE RECORD

Member	May	Jun	July	Aug 4th 29th	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

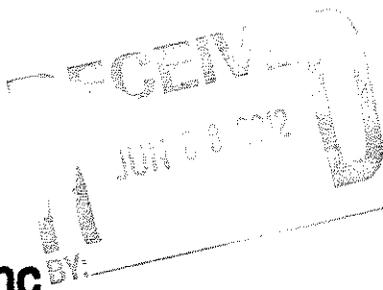
Mission Statement:

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

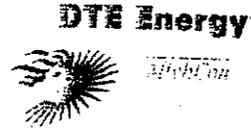
*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance:
 Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712
 (231) 582-0334*



HD, Inc



Michigan Consolidated Gas Company
2000 2nd Ave.
Detroit, MI 48226-1279



Date: 6-5-12

Dear Property Owner:

My name is Andy Lyke. I am a manager for Owen Tree Service HD Inc., a Professional Herbicide Application Company; with Certified Arborists on staff.

We have been contracted by MichCon Gas Company, a division of DTE Energy, to apply selective growth application products along their Rights-of-Way. The specific herbicide used will be determined by site conditions. More information can be made available if requested. Re - entry after dry.

The work in this case consists of spraying trees and brush throughout the pipeline corridor; approximately twenty-five (25) feet on each side of the pipeline. The work is necessary to maintain safe, high quality service to customers and is of no expense to you.

This program also creates and improves wildlife habitat.

The work is scheduled to begin June 2012

Thank you in advance for your cooperation and understanding as we work to provide Transmission Right-of-Way Clearing services in your neighborhood.

If you have any questions or comments please feel free to contact:

Name: Andy Lyke Company: Owen Tree Service HD, Inc.

Office Phone: (810) 724-6651

PROPERTY LOCATION: Pct 8 # 70 and 95

Thank You. Section 15 of Evangeline and East Eveline Twp
And section 36 pipeline crosses Runway of the airport



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

May 25, 2012



DAN WYANT
DIRECTOR

BOYNE CITY MUNICIPAL AIRPORT
319 N LAKE ST
BOYNE CITY MI 49712

Dear Underground Storage Tank Owner/Operator:

Federal mandates required that the state of Michigan promulgate amendments to the underground storage tank rules (Rules) to require each underground storage tank facility to have Class A, Class B, and Class C operators. The Michigan Rules became effective on May 8, 2012. Operator candidates will need to pass a written test in order to be certified as a Class A or Class B operator. A test is not required for the Class C operator, but those persons must be properly trained. The test assures that underground storage tank system operators possess the necessary knowledge regarding the proper operation of underground storage tank systems. Consistent with the Federal requirements, the Rules provide an August 8, 2012, deadline to obtain the certification. Please note that Michigan has no control over this deadline; it is a federal mandate. For further details, see the attached flyer.

Beginning August 9, 2012, the Hazardous Materials Storage Tank Inspectors will be checking for compliance with the certification requirements as part of their inspections. Due to the delays in getting the rules promulgated the time frame for coming into compliance is shorter than originally intended. In recognition of this reduced time frame, the inspectors will not take enforcement actions in response to failure to comply with the owner/operator training and certification requirements until January 2, 2013. After that date, any facility found to be in non-compliance with the certification requirements will be subject to red-tagging.

Should you have questions regarding this letter, or need additional information, please contact Mr. Kevin Wieber, Field Operations Section, Remediation Division, Michigan Department of Environmental Quality, at 517-335-7260, or via e-mail at wieberk@michigan.gov.

Sincerely,

Philip L. Schrantz, Chief
Field Operations Section
Remediation Division
Phone: 517-241-7706

Attachment

Rev 6-12



**Notice for Underground Storage Tank Owners and Operators
Federally Mandated Requirements for Owner/Operator Certification
Effective August 8, 2012**

Federal mandates required that the state of Michigan promulgate amendments to the underground storage tank rules (Rules) to require each underground storage tank facility¹ to have Class A, Class B, and Class C operators. The Michigan Rules became effective on May 8, 2012. Operator candidates will need to pass a written test in order to be certified as a Class A or Class B operator. A test is not required for the Class C operator, but those persons must be properly trained. The test assures that underground storage tank system operators possess the necessary knowledge regarding the proper operation of underground storage tank systems. Consistent with the Federal requirements, the Rules give an August 8, 2012, deadline to obtain the certification. Michigan has no control over this deadline as it is mandated by federal law.²

Per the Rules, the International Code Council (ICC) will be in charge of the Michigan-specific testing and certification. The Michigan-specific test times, registration requirements, and designated testing sites are on the ICC website www.iccsafe.org. Note that the ICC website lists other operator examinations; you should select the Michigan-specific examination.

What are the Classes of operators?

- **Class A:** This is the person who has primary responsibility to operate and maintain the underground storage tank system. For a typical gas station, it is the owner of the station or his designee. For large corporations, this is the manager or designee responsible for tank operations. The class A operator can also be designated as a Class B operator as long as he/she has passed the Class B operator exam.
- **Class B:** This designation is for the individual or individuals who implement day-to-day aspects of operating, maintaining, and record keeping for underground storage tank systems at one or more facilities. For a typical gas station, it is the owner or the person/company contracted by the owner to maintain the tanks. For large corporations, it is the employee, or person/company contracted by the corporation to maintain the tanks. A broad knowledge base is required for a Class A operator, but the Class B operator must have in-depth knowledge of tank system operation and maintenance.
- **Class C:** This is an individual who is responsible for responding to alarms or other indications of emergencies caused by spills, releases, or overfills associated with an underground storage tank system. For a typical gas station, this is the cashier. Though a test is not required, this person must be trained in responding to releases, alarms, and emergency conditions. Training can be performed by the Class A operators, Class B operators, or third-party vendors. Class C operator training is required to be documented.

¹ Regulated under Part 211, Underground Storage Tank Regulations, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

² The requirements are in Section 1524 of the Federal Energy Policy Act of 2005.

Where can I get the training?

The options are to obtain training from qualified individuals in the corporation or take the training provided by outside vendors. Information on vendors that are providing the training in Michigan may be obtained by contacting your association.

What will the examination cover?

ICC has an Examination Information Bulletin that gives details of the examination process and their website (www.iccsafe.org) has sample questions. The examination is open book and the following reference materials are allowed to be used during the examination:

1. Michigan Underground Storage Tank Rules [MUSTR]
2. Operating and Maintaining Underground Storage Tank Systems (EPA 510-B-05-002)
3. Straight Talk on Tanks, 2005 (EPA 510-B-05-001)
4. Musts for USTs, July 1995 (EPA 510-K-95-002)
5. Dollars and Sense, Financial Responsibility Requirements for USTs (EPA 510-K-95-004)
6. EPA 40 CFR Part 280, 280.10—280.74 Technical Standards and Corrective Action

For questions please contact your association or the MDEQ.

MDEQ Remediation Division
P.O. Box 30426
Lansing, Michigan 48909-7926
Phone: 517-335-7211
Email: deq-std-tanks@michigan.gov

Mr. Kevin Wieber
Field Operations Section
MDEQ Remediation Division
Phone: 517-335-7260
Email: wieberk@michigan.gov



Approved: _____

**MEETING OF
MAY 24, 2012**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE
BOYNE CITY AIRPORT ADVISORY BOARD HELD MAY 24, 2012**

CALL TO ORDER

Chair Reynolds called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

ROLL CALL

Present: Richard Bouters, Ed Hennessey, Roger Reynolds, Jerry Schmidt, Oral Sutliff, Bud Chipman*, Rod Cortright* Leon Jarema* and Jim Kozlowski*

ATTENDANCE

Absent: Larry Trumble*

*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain

**APPROVAL OF MINUTES
MOTION**

Sutliff moved, seconded by Schmidt PASSED UNANIMOUSLY to approve the April 24, 2012 minutes as presented.

CORRESPONDENCE

None

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

None

UNFINISHED BUSINESS

MOTION

- Hangar Inquires/Leasing: Cain reported all available hangars have been leased. He reported that D1 has no plane, but the lessee has some sort of a sub-lease plan. Cain will follow up.
- Tie down signs: Bouters submitted a rendering of the sign showing dimensions (received and filed), one has been ordered at the cost of \$71.00
- Open House: (Titled "Aviation day") Kozlowski submitted a list of items (received and filed) he would suggest be part of this open house based on his past experience. Planning for such an event requires setting a date first. **Board discussion followed Bouters moved Schmidt seconded PASSED UNANIMOUSLY** to appoint a committee to plan the event. Reynolds appointed Bouters, Schmidt, & Kozlowski to the committee. Cain said Kalkaska has a similar activity pending, showed the board a flyer for their event (left at terminal).
- Business after hours: Cain reported that the Chamber is interested and has many dates available.
- Cain stated that we agreed to conduct hangar inspections and have not recently. **Schmidt moved Bouters seconded PASSED UNANIMOUSLY** to establish an inspection policy and begin

inspections as soon as possible.

NEW BUSINESS

- Cain reported that the city is receiving quotes on fuel storage tank insurance, present coverage is still in effect.
- Cain reported that there are a number of delinquent fuel bills. The City is notifying the people in arrears.

GOOD OF THE ORDER

- Fuel price as of 4-16-12: \$5.63
- Bouters no new GPS information.
- Airport will close at noon Saturday, May 26, 2012 for drag races until approximately 6 p.m. Sunday, NOTAM posted.

The next Airport Advisory Board will be held Thursday, June 28 2012 at 5:30 p.m.

NEXT MEETING

Chair Reynolds adjourned the Airport Advisory Board meeting at 8:15 p.m.

ADJOURNMENT

Ed Hennessey, Recording Secretary

June 15, 2012 Hangar Inspections

Interim Police Chief Craig Remsburg, Airport Manager/City Manager Michael Cain, Airport board member Richard Bouters and Recording Secretary Karen Seeley

Hangar #	Items Found
A 12	Plane N61AB 2 motorcycles, truck, lawn tractor, trailer, 2 snowmobiles, zodiac, bike trailer, 5 gas cans. Misc items
C-13**	Plane N-177G1; Snowblower Miata, Sailboat, trailer; 7 gas cans; case of oil, kerosene Assorted tools, misc household items
C-19 & South Garage**	No Plane-just signed contract
A-14 & North Garage**	No plane, sailboat, gas can, misc
C-15**	Suburban; no plane, very clean
C-17**	5 hot air balloons, truck, tall storage shelves, household items, 2 gas cans
C-21	Car, Truck; sunfish; loft area no plane (letter)
C-23	Household furnishing/BMW no plate/snowblower/jet ski no plane (letter)
C-25	Plane N2059W; two snowmobiles;
A-26	Explorer, truck, 2 skidoo's, boat, snowmobile...no room for a plane (Carlile-Leon says he does own a plane-letter for plane info)
A-24	Plane N-568BS; gas can
A-22	Plane N109DL 3 snowmobiles, 6 gas cans, diesel can, 2 mini fridge's plugged in
A-20**	Plane N6686X
A-18**	Car-no plane present, owns one, have all information
A-16**	No plane present; 2 gas cans...owns plane, have all information
A-17	Jarema let Seeley no the plane was in Gaylord for annual checkup loft area
A-15	Plane N6077CT
A-13	620 John Deere/720 John Deere. Boat, Truck-No plane (Have his N# on file....just storing John Deere's until parade)
A-11	Plane N215CC; jet ski
D-12**	N209AR Needs floor door gasket

D-14	2 Boats and snowmobile No Plane (Letter)
D-16	Plane N757RP; snowmobile
D-13	2 trucks; boat no plane present, but owns one have info on file
D-3	Truck; (have N# & photo on file ** no record of any av fuel being purchased)
D-1	Plane N554XL; Club Cadet; gas can, household goods
B-17	Key Marked B-19 (let PD know); Car; three ORV's; motorcycle; 3 boats No plane in hangar , have N#
B-15	Plane N52838; Airstream travel trailer; truck camper; wave runner
B-13	Firewood, boat trailer, 2 snowblowers, lawns mower, wood chipper and 6 gas cans, no plane in hangar/ owns one N# on file
B-11	Helicopter; motor cycle;, snow mobile; gas cans
B-7	Empty (letter)
B-5	Yukon (letter)
B-3	Gas cans; truck; corvette, lawn mower; snow blower; Harbor House storage; bikes several gas cans. No plane present at inspection have N# on file
B-1	Truck, Car, jet skis snow blower, lawn mower, No plane at inspection/owns one N# on file

** City owned hangars

Need sub-lease for hangar A-22



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

Phone 231-582-6597
Fax 231-582-6506

June 19, 2012

Hunter Carlile
225 W. Bell Dr.
Warsaw, In. 46582

Dear Mr. Carlile,

On June 15, 2010, you signed an assignment of lease with Alexander V. Bogaerts, in doing so we have you as lessee of record for hangar A-26. At the scheduled hangar inspection June 15, 2012 we did not find a plane in your hangar nor any evidence that there is any room for one. It has always been the City's goal for the hangars to be used primarily for the housing of aircraft. All of our leases require it. As owner of the airport and all the buildings on it, the City only leases hangars directly to people who can document that they have a properly licensed aircraft. In short, no aircraft, no lease.

Please forward some documentation regarding the use of the hanger for regular aircraft storage. We also ask that you provide a copy of your current aircraft pilot's license, aircraft registration, copy of insurance on your aircraft, and a photo of your aircraft to the city, preferably via email.

If you have any questions or comments regarding this matter, feel free to contact me directly.

Sincerely,

Michael Cain
City Manager
231-582-0377
mcain@boynecity.com



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

Phone 231-582-6597
Fax 231-582-6506

June 19, 2012

Clifford Seegar
P.O. Box 863
Boyne City, Mi. 49712

Dear Mr. Seegar,

At the scheduled hangar inspection June 15, 2012 we did not find a plane in your hangar nor any evidence that there is, or recently has been one. However there were two boats, and a snowmobile. Your hangar was also inspected on July 2006 and June 2010 with no evidence of a plane. It has always been the City's goal for the hangars to be used primarily for the housing of aircraft. All of our leases require it. As owner of the airport and all the buildings on it, the City only leases hangars directly to people who can document that they have a properly licensed aircraft. In short, no aircraft, no lease. We are aware that you are building a plane, however:

Section eight, paragraph three of your lease agreement reads:

Tenant's primary use of the hangar shall be for the storage of aircraft. Tenant may also use the hangar for purposes that are incidental to the storage of aircraft. In the event Tenant's hangar is not primarily used for the storage of aircraft for a period of three (3) years, then this Lease shall automatically terminate. It is the intent of the parties that the Boyne City Airport be used for aviation purposes and that the hangar is not intended to substitute for non-aviation storage

Please forward some documentation regarding the use of the hangar for regular aircraft storage. We also ask that you provide a copy of your current aircraft pilot's license, aircraft registration, copy of insurance on your aircraft, and a photo of your aircraft to the city, preferably via email. If you are sub-leasing your hangar to another party, we will need an executed sub-lease agreement acceptable to the City, and the same documentation regarding the pilot and aircraft using the hangar. We would be glad to provide you the necessary paperwork. Either way your original lease terms still apply and regular use of the hangar by approved aircraft is required.

We appreciate your cooperation in this matter. If you have any questions or comments regarding this matter, feel free to contact Karen Seeley at 231.582.0341 or kseelev@boynecity.com or myself.

Sincerely,

Michael Cain
City Manager/Airport Manager
231.582.0377 mcain@boynecity.com

An Equal Opportunity Provider and Employer

Hometown Feel, Small Town Appeal



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

Phone 231-582-6597
Fax 231-582-6506

June 19, 2012

Allen Sturza
04400 Billan Court
Boyne City, MI 49712

Dear Mr. Sturza,

At the scheduled hangar inspection June 15, 2012 we did not find a plane in your hangar nor any evidence that there is, or recently has been one. However, we did find a vehicle. Your hangar was also inspected on July 2006 and June 2010 with no evidence of a plane, however we did observe household and vehicle storage. It has always been the City's goal for the hangars to be used primarily for the housing of aircraft. All of our leases require it. As owner of the airport and all the buildings on it, the City only leases hangars directly to people who can document that they have a properly licensed aircraft. In short, no aircraft, no lease.

Section eight, paragraph three of your lease agreement reads:

Tenant's primary use of the hangar shall be for the storage of aircraft. Tenant may also use the hangar for purposes that are incidental to the storage of aircraft. In the event Tenant's hangar is not primarily used for the storage of aircraft for a period of three (3) years, then this Lease shall automatically terminate. It is the intent of the parties that the Boyne City Airport be used for aviation purposes and that the hangar is not intended to substitute for non-aviation storage

Please forward some documentation regarding the use of the hangar for regular aircraft storage. We also ask that you provide a copy of your current aircraft pilot's license, aircraft registration, copy of insurance on your aircraft, and a photo of your aircraft to the city, preferably via email. If you are sub-leasing your hangar to another party, we will need an executed sub-lease agreement acceptable to the City, and the same documentation regarding the pilot and aircraft using the hangar. We would be glad to provide you the necessary paperwork. Either way your original lease terms still apply and regular use of the hangar by approved aircraft is required.

We appreciate your cooperation in this matter. If you have any questions or comments regarding this matter, feel free to contact Karen Seeley at 231.582.0341 or kseelev@boynecity.com or myself.

Sincerely,

Michael Cain

City Manager/Airport Manager
231.582.0377 mcain@boynecity.com

An Equal Opportunity Provider and Employer

Hometown Feel, Small Town Appeal