



**BOYNE CITY
AIRPORT ADVISORY BOARD
MEETING**

Thursday, October 25, 2018 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 September 27, 2018 minutes
4. CORRESPONDENCE
 - 2019 Michigan Airport Directory Update
5. The Business Expo is October 30th at Boyne Mountain
6. CITIZENS COMMENTS (non-agenda items)
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
8. UNFINISHED BUSINESS
 - A. 2018 Goal Review
 - B. Relocation of Airport Fuel Pump Emergency Shut-off Switch
 - C. Other
9. NEW BUSINESS
 - A. Re-appointment of Oral Sutliff, Rod Cortright and Richard Wright for 3 year terms (expired 8/2018)
 - B. Election of 2019 Officers
 - C. Approval of the 2019 Meeting Schedule – 4th Thursday of each month at 5:00 p.m. excluding November & December
 - D. 2019 Goal Session Date
 - E. Other
10. GOOD OF THE ORDER
 - The fuel price increased to \$4.72 per gallon as of October 5, 2018
11. ANNOUNCEMENTS
 - The next regular Airport Advisory Board meeting is scheduled for Thursday, January 24, 2018
 - The Business Expo is October 30th at Boyne Mountain
12. ADJOURNMENT



Approved: _____

**MEETING OF
September 27th, 2018**

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

CALL TO ORDER

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

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

**READING AND
APPROVAL OF
MINUTES**

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

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.

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

None

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

None

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., 1st, 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.

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 18th, 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.

GOOD OF THE ORDER

A. Aviation 100LL Fuel Price

1. As of August 13th, 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

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.

ADJOURNMENT

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

Richard K. Wright-Secretary_____



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

October 06, 2018

To: Airport Manager

Subject: 2019 Michigan Airport Directory Update/Confirmation.

Enclosed is the page that will be printed in the 2019 Michigan Airport Directory for your airport. Please review it for accuracy, and mark any correction or additions in **RED**. This information is based on the most recent airport inspection and/or information available to us. Remember that the sketch is a sketch not an engineering drawing. We are looking for major corrections, such as runway designation, width, length, any new buildings, etc.

Please initial the page and return to us by November 6th even if there are no data changes.
Enclosed you will also find a self-addressed envelope for your convenience.

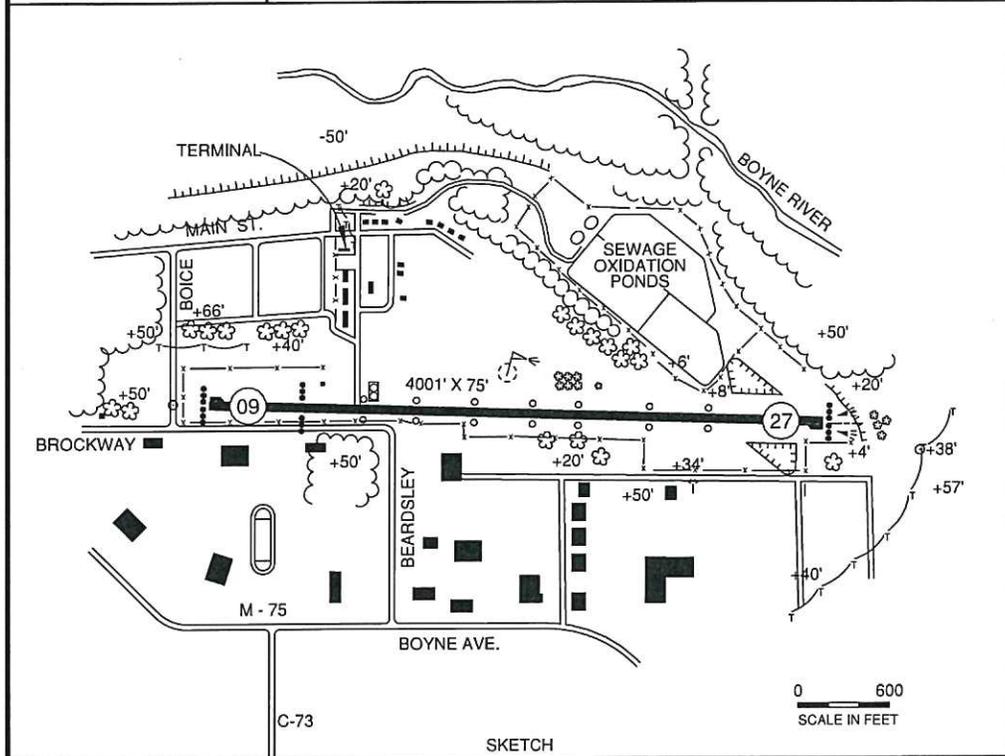
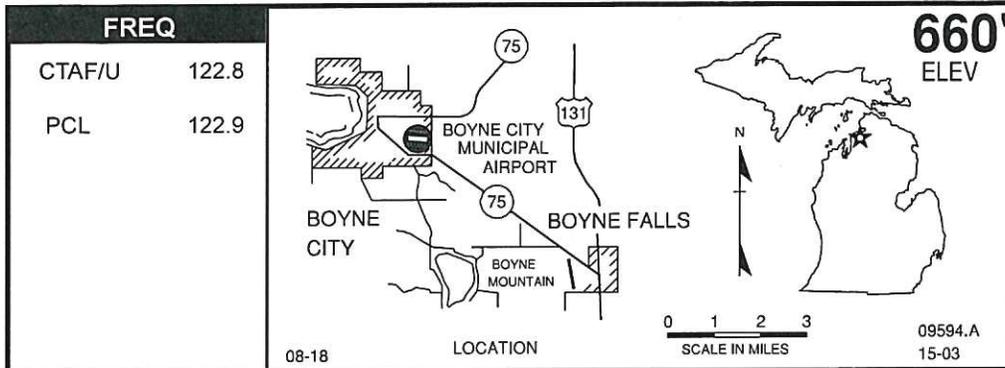
Contact me at 517-335-9681 if you have any questions. Thank you everyone for helping keep your airport data current.

Thank you,

Mary Kay Trierweiler
Editor of Michigan Airport Directory
Programming Section

Rec'd 10-11-18

BOYNE CITY MUNICIPAL (N98)



RWY LENGTH BEYOND DISPLACED THR
09/ 3402'
27/ —

COORDINATES
45° 12.53'N
084° 59.39'W

License
Basic Utility

FM CITY: 1.0 mi E
LGT: MIRL, Rwy 09 PAPI -std pcl 122.9
MGR: Michael Cain
Leon Jarema, Asst
Richard Bouters, Asst
PH: 231-582-6597 (Mgr City Hall)
231-582-6611 (City Police Dept)
231-549-2143 (Asst Leon Res)
231-881-1113 (Asst Leon cell)
231-675-0797 (Asst Richard cell)
FBO: None
ATND: Unatnd

NAV AIDS: 111.8 (PLN) 215° 28.8 NM to fld.
FUEL: 100LL (24 hr Self-Svc)
RPR: None
WX: None
SNW RMVL: Yes
TRNSP: CC, Dial-A-Ride (Mon - Fri 0600-1800
Sat 0900-1530) 231-582-6900,
Rntl car 231-347-3777,
Bob Mathers Ford 231-582-6543
MEALS: In town 1.0 mi
RON: In town 1.0 mi

- Admin bldg access—depress 5, then simultaneous 3-2, then 1.
- Deer & birds invof arpt.
- Rwy 27 +250' hill 2 mi E 16:1

2019 Airport Advisory Board Meeting Schedule

January							February							March							April						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5						1	2						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				
														31													
May							June							July							August						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4						1		1	2	3	4	5	6					1	2	3	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
							30																				
September							October							November							December						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				