



Approved: 1/23/20 *[Signature]*

**MEETING OF
October 24th, 2019**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE
CITY AIRPORT ADVISORY BOARD** held October 24th, 2019.

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, Leon Vercruysee, Richard Wright, Doug Brubaker
Leon Jarema*, John Van Etten*

Absences: Brian Harrington (excused), Bud Chipman*, Rod Cortright*, Jerry Schmidt*, Allen Struza*

**Ex Officio Members*

Staff: Michael Cain – Airport/City Manager, Timothy Fass – Director -
Department of Public Works (DPW)

Citizens: None

**READING AND
APPROVAL OF
MINUTES**

Motion by Doug Brubaker, seconded by L. Vercruysee, to approve the September 26th, 2019 minutes. Unanimously passed.

CORRESPONDENCE

None

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

None

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

None

UNFINISHED BUSINESS

DPW / City Support

Distance Remaining Signs – DPW Director Timothy Fass relayed his plan to complete the installation of the distance remaining signs with the frangible fittings required by Federal Aviation Regulations. The goal is to complete the installation before cold weather prohibits further sign work.

Non-Motorized Trail Update

Michael Cain informed the Board that trail construction is underway and the trail will be open for public use on June 11th, 2020. Additionally Mr. Cain stated that the trail poses no threat to air navigation.

Other

Snow Plowing

Discussion centered on user complaints of inadequate snow removal from hangar doors and aprons leading to taxiways. A proposal was put forth asking the City to consider plowing the aprons leading to and within one foot of the hangar door of City owned hangars. Michael Cain and Mr. Fass will study the proposal.

Mr. Fass asked the board what was the proper disposition of *FAA System Maintenance* emails received at his office. After a brief discussion the issue was resolved with an arrangement that Mr. Fass will forward all such emails to the City/Airport Manager for appropriate administrative actions.

City Fill Dirt Dumping

Richard Wright suggested using excess DPW deposited fill dirt dumped at the airport to level a major ground depression in the airport movement area. That low area is on the north side of the runway within the 125 foot clear zone from the runway centerline. Fass to discuss with his staff.

NEW BUSINESS

Election of Officers

The Board agreed 2019 officers will remain in place for calendar year 2020. Motion by Doug Brubaker, seconded by R. Wright, motion carried.

Approval of 2020 Meeting Calendar

The Board agreed to maintain the current meeting schedule (fourth Thursday of the month, at 5:30 PM in the airport terminal building, January - October) in 2020. Motion by Richard Wright, seconded by Brubaker, motion carried.

Assistance from the FAA to procure and maintain an AWOS System

Mr. Van Etten queried the Board about the feasibility of initiating a Board action to obtain Federal assistance acquiring and maintaining an Automated (aviation) Weather Observing System. Citing a major argument for the acquisition, Leon Jarema advised the Board that an official aviation weather reporting system must be installed *at that airport* for an aircraft to be dispatched to that airport under Federal Aviation Regulation (FAR), Part 135. FAR Part 135 operations are those on-demand, air charter flights.

Richard Wright restated that his previous research into and automated weather reporting system revealed an affordable system was available but fell short of the needs of Boyne City's airport on three counts:

1. The system did not report visibility
2. No ceiling height measurement
3. System not part of the National Aviation Weather Reporting System

Richard will continue his search focusing only on AWOS systems and report back to the board in January 2020.

Airport History

Richard Bouters pledged to take on a project following-up on citizen interest in the Boyne City Airport. Bouters provided the Board a copy of a Boyne City newspaper article from 1938 describing the airport origins. Richard will continue his research providing airport historical facts at future Airport Advisory Board meetings.

Other

Michael Cain informed the Board that Mr. John Cooper has offered to fund the purchase of and installation of a Precision Approach Path Indicating (PAPI) system at the approach end of runway 27.

GOOD OF THE ORDER

Boyne City Airport 100 Low Lead aviation fuel price increased to \$4.56 per gallon on October 14th, 2019.

Michael Cain complimented the Board for the good facelift work on the airport terminal grounds; "...it looks great...", and "...thanks for all the hard work..." Credit is primarily due to Board Member Allen Sturza and Boyne City Citizen Gow Litzenburger.

Michael Cain informed all present that currently all the Boyne City Airport hangars have tenants. The occupant of C-17 will vacate that hangar on November 15th, 2019.

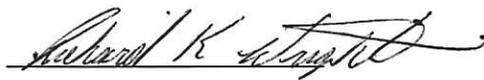
ANNOUNCEMENTS

R. Bouters recently planned and executed a very successful FAA Safety Seminar on October 10th. The Seminar was conducted at the airport terminal with 12 pilot attendees. Recently acquired terminal multimedia presentation equipment enabled an automated, clear and appealing presentation.

The next regular Airport Advisory Board meeting is scheduled for Thursday, January 23rd, 2020 at 5:30 PM.

ADJOURNMENT

The meeting was adjourned at 6:45 P.M. by meeting chair, Richard Bouters.



Richard K. Wright
Boyne City Airport Advisory Board Secretary