



**BOYNE CITY
AIRPORT ADVISORY BOARD
MEETING**

Thursday, August 29, 2019 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 July 25, 2019 minutes
4. CORRESPONDENCE
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
 - A. Distance Remaining Signs
 - B. Airport Patron Appreciation Event – Review and Comment Update
 - C. Consolidation of Airport Policies, Guides & Procedures
 - D. Emergency Plan Update
 - E. Other
8. NEW BUSINESS
 - A. Reappointment of Bud Chipman, Leon Jarema and Leon Vercruysse (terms expired 8/24/2019)
 - B. Other
9. GOOD OF THE ORDER
 - The fuel price decreased to \$4.50 per gallon on August 12, 2019
10. ANNOUNCEMENTS
 - The airport will be closed from Noon on Saturday, August 31st until Sunday, September 1st at 8:00 pm for the annual Labor Day Drag Race.
 - The next regular Airport Advisory Board meeting is scheduled for Thursday, September 26, 2019.
11. ADJOURNMENT



Approved: _____

**MEETING OF
July 25th, 2019**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE
CITY AIRPORT ADVISORY BOARD held July 25th, 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, Doug Brubaker, Brian Harrington, Richard Wright, Jerry Schmidt*, Allen Struza*

Absences: Airport/City Manager - Michael Cain, Bud Chipman*, Leon Vercruysee, Leon Jarema*, Rod Cortright*,

**Ex Officio Members*

Staff: None

Citizens: None

**READING AND
APPROVAL OF
MINUTES**

Motion by Doug Brubaker, seconded by Brian Harrington, to approve the June 27th, 2019 minutes as written. Unanimously passed.

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

None

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

None

UNFINISHED BUSINESS

Safety Seminar

Acton point of contact Richard Bouters relayed the FAA seminar is at the airport terminal on October 10th, 2019 at 6PM. Subjects covered are Automatic Dependent Surveillance Broadcast – Out (ADS-B-Out) and “Fly the Aircraft First” [inflight initial pilot actions in emergency situations].

Airport Patron Event

Richard Wright expressed concern over a lack of “will attend” RSVP replies. Collectively the board decided to continue accepting all RSVPs until the invitation cut-off date, August 4th. At that point if the “will attend” number does not equal the break even count of 50 attendees the board’s recommendation is to cancel the event.

Consolidation of Airport Policies, Guides and Procedures

Richard Bouters relayed no progress on this initiative.

Emergency Plan Status

No representation or information provided.

Distance Remaining Signs Installation

Discussion continued regarding the best distance from the runway edge for sign installation. Richard Wright relayed, "... [as of the meeting date] the signs are sitting on the ground 50 feet from the runway edge in accordance with FAA Advisory Circular 15/5340-18F. They are not permanently installed according to the manufacturer's installation recommendations."

Richard provided key points of interest from his visit to the Bellaire, MI airport and subsequent discussion with a Bellaire Airport Representative. The Bellaire airport is classified by the Michigan Department of Transportation (MDOT) as a General Utility Airport. Yet their distance remaining signs are located approximately 30 feet from the runway edge, not in accordance with Advisory Circular 15/5340-18F. However the Bellaire Airport has never received any notice of noncompliance with the Advisory Circular from MDOT. If the signs are located within the 50 foot runway edge distance Bellaire's airport representative recommended locating the signs at a distance greater than the width of Boyne City's grass mowing equipment.

With the Board's long range goal of achieving General Utility Airport status from MDOT, and to avoid any future sign location issues, the board unanimously elected to install the signs in accordance with the FAA Advisory Circular.

Terminal Grounds Landscaping

Allan Sturza reported his concern regarding city purchased flowers in his wife's (Boyne City Garden Club) possession that were never planted in a new proposed city garden. Allan suggested immediate flower planting along the north side of the airport terminal building.

Allan requested the Board to ask the City Manager's permission to purchase supplies to build a small visual screen to block unsightly utility equipment of the north side of the terminal building.

NEW BUSINESS

Finally Allen rallied support to remove partially damaged landscaping Arbor Vita trees adjacent to the aircraft parking ramp.

GOOD OF THE ORDER

The Airport Advisory Board acknowledged and endorsed Mr. Van Etten's strong credentials and application to become an Airport Advisory Board Ex Officio member.

Boyne City Airport 100 Low Lead aviation fuel price increased to \$4.68 per gallon on July 18th 2019.

ANNOUNCEMENTS

Young Eagle Event Saturday, August 10th from 9AM to Noon.

The next regular Airport Advisory Board meeting is scheduled for Thursday, August 29th, 2019 at 5:30 PM.

ADJOURNMENT

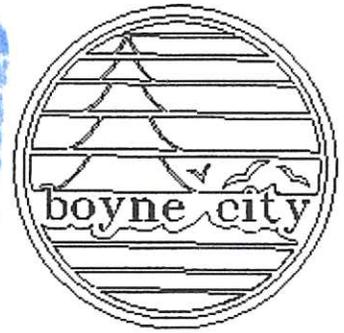
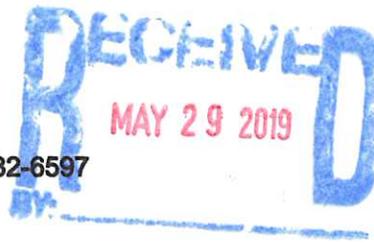
The meeting was adjourned at 6:56 P.M. by meeting chair, Richard Bouters.

Richard K. Wright
Boyne City Airport Advisory Board Secretary

draft

CITY OF BOYNE CITY

319 North Lake Street Boyne City, MI 49712 (231) 582-6597



BOARD MEMBER APPLICATION

The City understands you are interested in becoming a member on one of the City Advisory Boards/Commissions. We appreciate your interest and future dedication to Boyne City. In order for the City to have information on file as reference when the next board has an opening, we ask you please complete the following and return to City Hall.

Name: JOHN W. VAN ETTEN

Address: 05480 HORTON CREEK DR.

Telephone: 812-201-8174 (daytime) (SAME) (evening)

Email: NAIL32@AOL.COM

Occupation: MANUFACTURE & SELL NUTRACEUTICALS

Please check any Advisory Board or Commission you may be interested in.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Airport Advisory Board | <input type="checkbox"/> Economic Development Corporation |
| <input type="checkbox"/> Historical Commission | <input type="checkbox"/> Main Street / DDA Program |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks and Recreation Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Housing Commission |
| <input type="checkbox"/> Local Development | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Finance Authority | <input type="checkbox"/> District Library Board |
| <input type="checkbox"/> Historic District Commission | |

Reason(s) you wish to serve:

WE MOVED HERE THREE YEARS AGO. I WAS THE BOARD CHAIRMAN OF THE TERRE HAUTE, INDIANA AIRPORT AUTHORITY BOARD FOR 15 YEARS.

Other community or civic service activities:

Signature

Date MAY 25, 2019