



**BOYNE CITY
AIRPORT ADVISORY BOARD
MEETING**

Thursday, October 22, 2020 at 5:30 p.m.
Boyne City City Hall
319 N Lake Street

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. READING AND APPROVAL OF MINUTES
 - Approval of the September 24, 2020 minutes
4. CORRESPONDENCE
5. CITIZENS COMMENTS (non-agenda items)
6. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
7. UNFINISHED BUSINESS
 - A. Hangar Door Repair Proposal
 - B. Other
8. NEW BUSINESS
 - A. Michigan Department of Aeronautics – Obstruction Clearances Runway 27
 - B. Reappointment of Richard Bouters & Brian Harrington (terms expired 8/2020)
 - C. Election of Officers
 - D. Approval of 2021 Meeting Calendar
 - E. Other
9. GOOD OF THE ORDER
 - The fuel price increased to \$3.82 per gallon as of October 13, 2020
10. ANNOUNCEMENTS
 - The next regular Airport Advisory Board meeting is scheduled for Thursday, January 28, 2020.
11. ADJOURNMENT



Approved: _____

**MEETING OF
September 24th, 2020**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE
CITY AIRPORT ADVISORY BOARD** held September 24th, 2020.

CALL TO ORDER

Chair Richard Bouters called the meeting to order at 5:32 PM followed by the Pledge of Allegiance.

ROLL CALL

Present: Richard Bouters, Doug Brubaker, Richard Wright.
Allen Sturza*, John Van Etten*, Leon Jarema*, Rod Cortright*

Excused Absences: Leon Vercruysee, Brian Harington

**Ex Officio Members*

Staff: Airport/City Manager - Michael Cain

Citizens: Robert Webster

**READING AND
APPROVAL OF
MINUTES**

Motion by Doug Brubaker seconded by Richard Wright to approve the August 27th, 2020 minutes as written. Motion unanimously passed.

CORRESPONDENCE

See *New Business, Airport Support Network (ASN)*

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

None

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

None

UNFINISHED BUSINESS

Airport Capital Improvement Plan (ACIP) – The Board heard a presentation from Richard Wright pertinent to funding the items listed for action in an Airport Capital Improvement Plan. The first of the main points of the presentation was his Key References. According to Wright, those references are critical to understanding any Federal or State sources of financial aid. Secondly, the National Plan of Integrated Airport Systems (NPIAS) was defined and most critically, *“Before the FAA can consider an airport eligible to receive Federal funds, the airport must be included in the National Plan of Integrated Airport Systems.”* Richard’s Summary and Recommendations were:

- Delay actions towards [developing Boyne’s] ACIP
- Research [the] feasibility of [Boyne’s airport] integration into the NPIAS
- Research availability of State funds outside of NPIAS

- Develop a realistic ACIP based on availability of funds

M. Cain asked the Board to continue prioritizing candidate action items for a future ACIP. Votes were weighted based on number of votes times a voter’s priority ranking between one and eleven. In order, the results are:

1. Rehabilitate Runway
2. Runway Approach Obstruction Clearance - West End
3. Runway Approach Obstruction Clearance East End
4. Rehabilitate Taxiways
5. Recalculate Displaced Runway Threshold East End
6. Parallel Taxiway West Phase
7. Parallel Taxiway East Phase
- Security Fencing
- Land Acquisition - East End
- Land Acquisition - West End
8. Update Airport Layout Plan

Each action item received a weighted score of 34

Trailhead Update – From Michael Cain; the American Disabilities Act (ADA) terminal access ramp is nearly complete. The Boyne City Department of Public Works has cleared an access path adjoining the airport terminal parking lot to the Boyne City/Boyne Falls Non-Motorized trail off of Lagoon Trail. The aviation fuel pump controls inside the terminal building have been relocated from the south side of the building to the north side near the main access door.

Airport Terminal Building Fencing – Richard Bouters relayed information from his discussion with DPW employee Mike Peterson regarding building materials for the project. As an alternative to a wooden fence Robert Webster suggested large boulders may serve the same purpose while simultaneously avoiding the need for maintenance upkeep.

Jet Fuel – In response to a jet fuel offering question at the September AAB Meeting R. Bouters presented a previously completed comprehensive white paper he drafted for presentation at a previous Board meeting. Bouter’s presentation provides alternative options for fuel truck leasing and an above ground jet fuel storage system. Listing pros and cons for each alternative, Richard’s paper also highlights environmental, economic and logistics issues. Two other ideas were floated at the September meeting. One, to survey operators of turbine aircraft who are repeat users of the Boyne City Airport about the likelihood of their purchase of jet fuel at Boyne and two; research the possibility of wholesale jet fuel providers aiding Boyne with jet fuel start-up costs, logistics and planning. Bouters committed to a follow-up action for the survey and wholesale jet fuel providers.

Runway Crack Sealing – M. Cain relayed City of Boyne City Commissioners authorization of \$15,000 for runway crack sealing. Actual runway crack repairs were \$9,000.

Other – R. Wright made a motion to accept Mr. Robert Webster as an ex officio member of the Boyne City Airport Advisory Board. Motion seconded by Doug Brubaker and unanimously passed.

NEW BUSINESS

Airport Conference Take-Aways (Richard Wright) –

- Snow Fence – Participants encouraged airport operators to experiment with airfield snow fences as a defense against drifting snow on airport movement areas.
- County Sherriff Work Details – Gaylord airport manager, Matt Barresi, relayed his successful removal of weed/tree airport fencing over-growth by employing local law enforcement (community service) work details.
- Michigan Airport (MAP) meeting. Meeting moderators explained that a few airport managers could not participate in the *Zoom* conference because they were engaged in a MAP meeting. R. Wright relayed MAP meetings are MDOT-Aeronautics sponsored events between airport managers and that airport’s MDOT Program Manager. Wright encouraged the Board to research the possibility of gaining an MDOT – Program Manager for the Boyne City Airport.

Airport Support Network – R. Wright provided handouts of Member News & Notes taken from the August issue of AOPA (Aircraft Owner’s and Pilots Association) magazine. AOPA’s Airport Support Network, “...provides [a] vehicle for [AOPA] members to work in concert with AOPA staff to preserve and protect airports across the United States.” Further, “An ASN volunteer is a liaison to local pilots and to any local pilot groups at their airport ...Volunteers are asked to monitor and report to AOPA on city and county meetings and notify AOPA of any problems that may arise.” Finally, ASN volunteers, assist in direct and indirect promotion of local airport activity to enhance a favorable image of [the] airport, help[ing] educate local official and community neighbors about the value of their airport...”

M. Cain complemented R. Wright of his past like activities and allowed Wright to pursue this action if he wanted to.

Internet Service Update – M. Cain relayed email information from Northern Homes Executive Director, Jane MacKenzie, regarding Spectrum internet service and rates at the airport terminal. The new monthly rate is \$76.97. “Last year it was \$99.97 then bumped up to \$148.48.” Also, a new internet router was purchased to improve telephone quality.

Other –

Richard Wright reported incorrect airport information on the City of Boyne City web site, Airport page. The page erroneously lists Runway End Identifier Lights (REIL) serving runway 09. Additionally, the same page indicates there are Precision Approach Path Indicator Lights (PAPI) available for landing air traffic on runway 27. In each situation above those lights are not installed. Richard Bouters took an action ensure appropriate corrections are made.

GOOD OF THE ORDER

Aviation 100LL Fuel Price at the Boyne City Airport increased to \$3.79 per gallon as of September 5th, 2020.

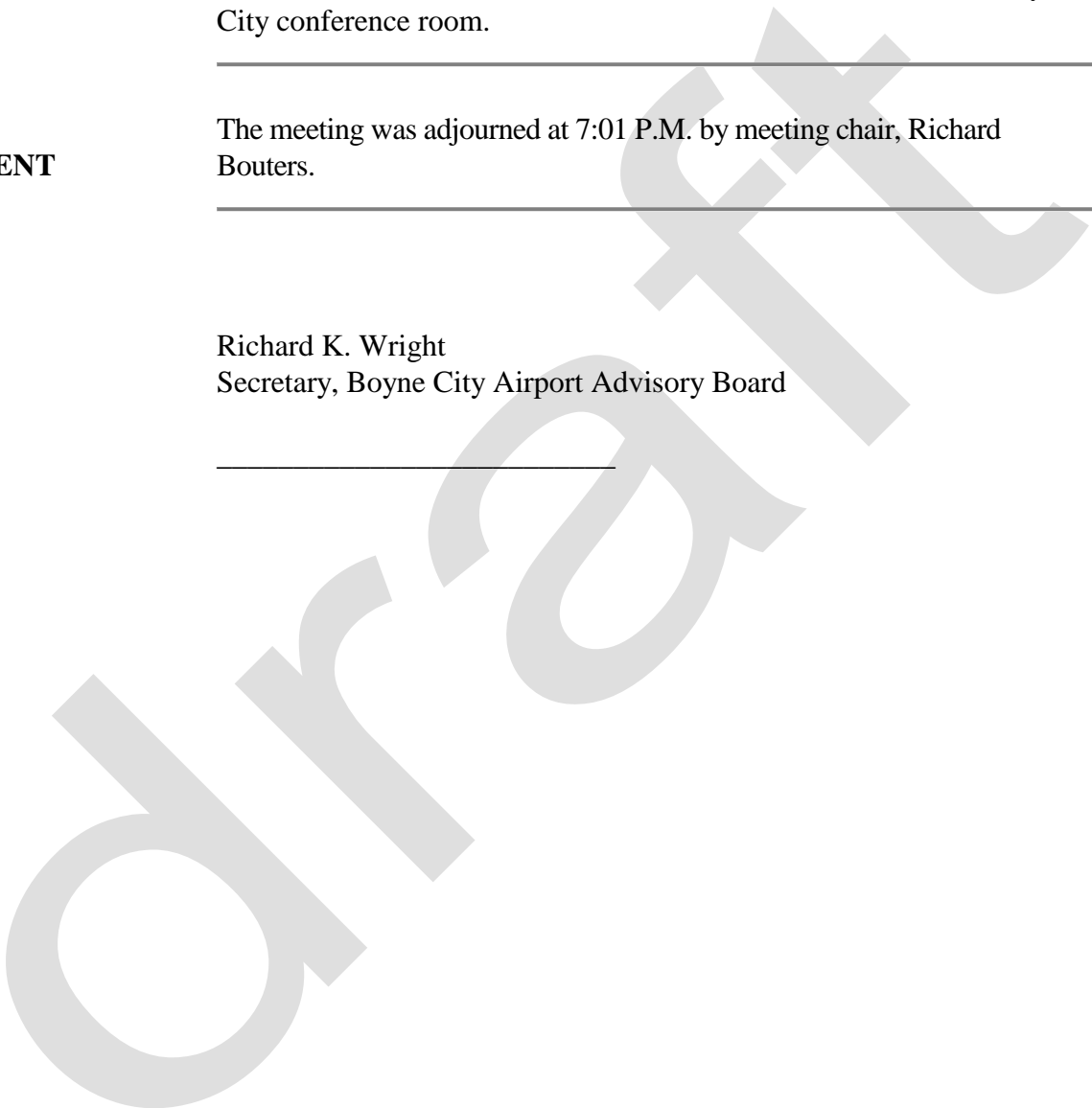
ANNOUNCEMENTS

The next regular Airport Advisory Board meeting is scheduled for Thursday, October 24th, 2020. If available, Michael Cain will reserve the City of Boyne City conference room.

ADJOURNMENT

The meeting was adjourned at 7:01 P.M. by meeting chair, Richard Bouters.

Richard K. Wright
Secretary, Boyne City Airport Advisory Board



2021 Airport Advisory Board Meeting Schedule - 5:30 pm

January							February							March							April						
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