

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
October 8, 2020 Meeting Minutes**

In an effort to mitigate potential spreading of Corona Virus, this meeting was conducted with members participating remotely utilizing Zoom Meeting Service.

I. VICE CHAIRMAN SWISE CALLED THE MEETING TO ORDER AT 10:01 A.M.

II. ROLL CALL:

KEVIN BOYAT	ABSENT
KEVIN BELIVEAU	PRESENT
ROB HUEBEL	PRESENT
AARON WEED	PRESENT
JOHN SWISE	PRESENT
MIKE MUNSON	PRESENT
DAVE DAILEY	PRESENT

OTHERS PRESENT

GARY KELLAN – AIRPORT MANAGER
JACK BROWN – ASSISTANT AIRPORT MANAGER
BRENDA MCNEILL- ADMINISTRATIVE ASSISTANT
PATRICIA ALVORD- OSCODA PRESS
LARY HOLLAND- PUBLIC COMMENT

III. ADOPTION OF AGENDA

Vice Chairman Swise called for adoption of the meeting agenda.

Mr. Dailey made a motion to adopt the agenda as presented. Mr. Beliveau supported the motion. No further questions or comments. Motion carried by voice vote.

IV. APPROVAL OF MINUTES – September 10, 2020 Regular Meeting

Vice Chairman Swise called for a motion to approve the September 10, 2020 meeting minutes.

Motion made by Mr. Munson to approve the September 10, 2020 meeting minutes as presented. Mr. Weed supported the motion. No further comments. Motion carried by voice vote.

A. Financial Activities Report for September 2020

Mr. Boyat and Mr. Kellan reviewed bank statements and financial transactions during September 2020. A list of bills processed for payment, totaling \$212,434.38 was provided to the board. Mr. Kellan noted that the list of transactions includes a \$135,360.00 progress payment to Dore & Associates Construction for the demolition of Building No. 5006. Therefore, general operating expenses were approximately \$77,074.38.

Mr. Kellan also noted a deposit dated 9-10-2020 in the amount of \$176,745.16. He informed the Board that this was a onetime reimbursement to OWAA for engineering service fees that OWAA outlaid when pursuing the grant for resurfacing losco Apron. Mr. Kellan also noted a deposit dated 9-18-2020 in the amount of \$19,910.80. That deposit was a refund from MDOT – Aeronautics for OWAA’s share of cost saving deductions from the 2018 runway resurfacing project. Therefore, general operating revenue received during September was approximately \$128,086.68

Mr. Dailey made a motion to accept the September 2020 financial activities report as presented - - which includes payment transactions totaling \$ 212,434.38. Mr. Munson supported the motion. Mr. Dailey, Yes, Mr. Swise, Yes, Mr. Beliveau, Yes, Mr. Weed, Yes, Mr. Munson, Yes. Motion carried.

VI. Current Business

A. Building 60 – Cell 4 Roof Covering Installation Bidding Results

Mr. Kellan reported the bidding results as follows:

Beyer Roofing Company	\$ 120,000
Kawkawlin Roofing Company	\$ 97,750
Streng Construction, Inc.	\$ 95,700

Mr. Kellan reported that OWAA has not previously hired the lowest bidding contractor - - Streng Construction Inc. Therefore, Mr. Kellan sought a reference check from a representative of the roof covering system manufacturer - - DuroLast Roofing Inc. Mr. Kellan reported that Streng Construction received very positive remarks regarding past performance and capability to install DuroLast roof coverings. Therefore, Staff recommended hiring Streng Construction for the bid price \$95,700. Mr. Kellan also reported that all three of the bidding contractors had expressed concern about completing the project prior to the winter season. Of specific concern is the steep slope roof and the associated difficulty of safely working during slippery frost or snow-covered

conditions. Therefore, all three contractors submitted their bids under the condition of installation occurring during the spring of 2021.

Mr. Munson asked if Streng Construction was a local company. Mr. Kellan said they are from Chesaning, Michigan.

Mr. Kellan also reported that the roof to be installed comes with a 20-year manufacturer's warranty that includes high wind conditions of up to 70 knots. Mr. Munson asked if this was a fabric roof. Mr. Kellan said it was a single membrane PVC roof covering.

Mr. Dailey made a motion to accept the proposal from Streng Construction, Inc. in the amount of \$95,700 with work to commence in the spring of 2021. Mr. Weed supported the motion. Mr. Swise, Yes, Mr. Beliveau, Yes, Mr. Weed, Yes, Mr. Munson, Yes, Mr. Huebel, Yes, Mr. Dailey, Yes. Motion carried.

VII. Airport Manager Comments

A. Iosco Apron Resurfacing

Mr. Kellan reported the paving portions of the project were completed during the final week of September. The final acceptance inspection is scheduled for October 22, 2020. The work currently remaining involves application of full-rate pavement paint markings. The project comes with a one-year warranty- - which starts as of the date of final acceptance.

B. Taxiway 'E' Resurfacing

Mr. Kellan reported that the Taxiway 'E' repaving project was originally scheduled to be complete by October 12, 2020. The paving was actually completed on October 7, 2020 and the paving company was expected to apply half-rate markings today – on October 8, 2020. After the asphalt cures for a minimum of 30 days, the full-rate paint markings will be applied.

C. Other Airfield Pavement Repairs

Mr. Kellan reminded the Airport Board of there having been two pending asphalt deficiency repairs on the airfield. The needed repairs amounted to a relatively small project. Therefore, Staff was having difficulty attracting bids from paving contractors for making the needed repairs. While representatives of Pyramid Paving were on site for the Iosco Apron and Taxiway 'E' projects, they were asked to provide a price quote for making the additional asphalt pavement repairs. Their quoted quote was \$31,590 under the condition that the work could be completed while their equipment was already on site for implementing the Taxiway 'E' repaving project. Therefore, Mr. Kellan reported having consulted with members of the Airport Board - Executive

Committee prior to securing the agreement with Pyramid Paving, Inc for completing the additional pavement repair work.

Mr. Kellan also noted that Mead & Hunt had not been contracted to oversee the “side job” pavement repairs. Therefore, they were also asked to provide price quote for overseeing the additional pavement repair work. Mead & Hunt agreed to donate their time in support of implementing the additional pavement repair work.

D. Site Readiness Planning Project

Mr. Kellan reminded members of the Airport Board about the collaboration with Charter Township of Oscoda to recruit and hiring an engineering and planning consultant for evaluating existing water and sanitary sewer systems and planning for extending those utility services to additional development site properties. Mr. Kellan reported that the solicitation for proposals from engineering firms is complete. Five proposals have been received. Mr. Kellan stated that all of the proposing firms demonstrated experience and qualifications that are necessary to successfully implement the projects. The proposals were narrowed down to three firms. Those firms have now been asked to provide their competitive fee for providing the services. Once the quotes are received a hiring decision will be made.

Mr. Munson asked when this would happen. Mr. Kellan estimated that a decision could be made prior to the October 26, 2020 meeting of Charter Township of Oscoda – Board of Trustees.

E. Michigan Launch Initiative

Mr. Kellan reminded the Airport Board that OWAA and Charter Township of Oscoda had collaborated with establishing an information booth at the North American Space Summit. Visitors to the information booth were advised of a sign-up sheet for persons interested in attending a site visit in Oscoda. All of the individuals that shared contact information were then invited to participate in a site visit that was conducted on September 29, 2020. The site visit included tours at Phoenix Composite Solutions and Kalitta Air. Mr. Kellan reported receiving positive feedback from the visitors. Mr. Munson added that he also received positive feedback from visitors that he spoke with.

Mr. Kellan also reminded the Airport Board that the former Alert Apron pavements were identified for use in support of spaceport operations. He noted that the existing Airport Layout Plan will likely need to be amended prior to establishing spaceport support operations on the former Alert Apron. That process will initially involve the Airport Zoning Board, the OWAA Board and then approval from the FAA via MDOT – Bureau of Aeronautics. Additionally, Mr. Kellan noted that former Alert Apron pavements will need to be improved prior to their use by heavy aircraft. Mr. Kellan said conversations are being initiated about these types of spaceport development site related initiatives.

Mr. Munson asked for an update on the demolition of Building 5006. Mr. Kellan estimated the work was approximately 50% complete.

F. FBO Hangar Door Modifications

Mr. Kellan reported receiving the Engineer's Design options and cost estimates for modifying FBO hangar doors. Additional information will be provided during the next meeting.

VIII. Public Comments

Lary Holland – Mr. Holland reported sending an email to Mr. Kellan containing links to articles. He also states that the FAA has been updating their spaceport website very frequently. He discussed the humor in some of the questions that are asked as part of this site. Mr. Holland also discussed the operational information that now shows that there have been 359 licensed launches, 22 licensed re-entries, 12 spaceport operator's licenses, 46 permitted experimental launches, 7 active safety approvals and 24 active launch licenses. He states the importance of this is that each link can be drilled down in view to see who is responsible for them and information about their projects. Mr. Holland is hopeful that these projects can be shared with companies who visit the airport and possibly bring more economic development into the community.

Mr. Holland referenced another article on a spaceport that endured some complications getting through some of the processes. He suggested following this topic using google. Mr. Holland states that studies show that a tourism boom could be created for people interested in watching rocket launches. Estimates showed that a single launch could attract as many as four to five thousand visitors to the area but more importantly the study estimates 38-40 new jobs connected to the tourism and hospitality industries.

Mr. Holland added the Michigan Aerospace Manufacturer's Association mentioned the September 29, 2020 tour of the Oscoda-Wurtsmith Airport on their website.

Patricia Alvord – Ms. Alvord requested Mr. Kellan forward the bidding results for the Cell 4 Roof Covering and perhaps a screenshot of the map identifying locations where the Airport Layout Plan may need to be amended.

IX Review of Bills and Payments

October – Kevin Beliveau

November – Kevin Boyat

XI. Adjournment

Mr. Munson made a motion to adjourn. Support was provided by Mr. Beliveau. All in favor, the meeting was adjourned by voice vote at 10:39 a.m.

Prepared by Brenda McNeill, Administrative Assistant
Respectfully submitted by Gary Kellan, OWAA Board Secretary