

**OSCODA-WURTSMITH AIRPORT AUTHORITY
BOARD OF DIRECTORS
April 22, 2021 Meeting Minutes**

This meeting was conducted with the option of attending in person at the Airport Terminal Building, located at 3961 E. Airport Drive, Oscoda, Michigan 48750 or via Zoom meeting services.

I. CHAIRMAN BOYAT CALLED THE MEETING TO ORDER AT 10:00 A.M.

II. ROLL CALL:

KEVIN BOYAT	PRESENT
KEVIN BELIVEAU	ABSENT
ROB HUEBEL	ABSENT
ANN RICHARDS	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
JASON LIVVIX – SCHOLARSHIP RECIPIENT

III. ADOPTION OF AGENDA

Chairman Boyat called for adoption of the meeting agenda.

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

IV. 2021 Pilot Training Scholarship Recipient – Mr. Jason Livvix

During January of 2020 Airport Staff initiated the annual solicitation seeking applicants for the OWAA Pilot Training & Aerospace Education Scholarship. Mr. Jason Livvix submitted the single application received. In compliance with subsequent Corona Virus mitigation recommendations / requirements at that time, the scholarship award, and therefore flight training instruction has been deferred. Mr. Munson, Mr. Swise, and Mr. Kellan recently interviewed Mr. Livvix. Those individuals have unanimously agreed to award the scholarship to Mr. Livvix.

Mr. Livvix spoke about his life-long interest in pursuing a private pilot license and he thanked members of the Airport Board for awarding the scholarship to him.

As a related point of information, Mr. Kellan informed members of the Airport Board that Staff has not conducted a 2021 solicitation for scholarship applications while the 2020 award remained pending.

V. Approval of March 18, 2021 Meeting Minutes

Mr. Boyat called for a motion to approve the March 18, 2021 meeting minutes.

Mr. Munson made a motion to approve the March 18, 2021 meeting minutes. Ms. Richards supported the motion. No further questions or comments. Motion carried by voice vote.

VI. March 2021 Financial Report

Mr. Swise and Mr. Kellan reviewed bank statements and financial transactions during the month of March 2021. A listing of bills processed for payment during March, totaling \$ 87,196.00, was provided to the board. Mr. Kellan noted that the monthly deposits, totaling \$293,597.58, substantially exceed typical monthly revenue. The additional funds include a one-time payment from OWA-LDFA -- in the amount of \$165,000. That payment serves as full reimbursement from OWA-LDFA for the agreed share of expenses associated with demolishing Building No. 5006.

Mr. Swise made a motion to approve the March 2021 financial activities report - - which included payment transactions totaling \$ 87,196.00. Mr. Dailey supported the motion. Mr. Dailey, Yes, Mr. Swise, Yes, Ms. Richards, Yes, Mr. Munson, Yes, Mr. Boyat, Yes.

VII. Current Business

A. USAF Mobility Guardian 2021 Exercise at OWA

The United States Air Force– Air Mobility Command (USAF - AMC) is preparing to conduct an exercise named ‘Mobility Guardian 2021’. This military exercise is scheduled for May 13th – 27th, 2021. Representatives of the USAF-AMC have identified Oscoda-Wurtsmith Airport as a viable location for establishing a temporary base of operations in support of the exercise. Those activities include conducting flight operations involving six (6) air-to-air refueling capable aircraft and delivery / removal of equipment utilizing cargo carrying aircraft. Additionally, an encampment would be established for housing and feeding an estimated 300 – 350 military personnel.

USAF-AMC Exercise Director - - Lt. Col. Brian Thomasson and Public Affairs Officer - - Maj. Mark Graff have agreed to participate in this meeting via ZOOM. Lt. Col Thomasson presented a description of the Mobility Guardian exercise and the military operations to be conducted at Oscoda-Wurtsmith Airport.

Mr. Munson asked if there would be nighttime operations taking place. Lt. Col. Thomasson acknowledged that there will be some evening flight operations.

Mr. Dailey thanked Lt. Col. Thomasson for his military service and said he is looking forward to having the Air Force presence back in the area. Mr. Boyat agreed.

Kalitta Air and Phoenix Flight Services have also agreed to provide use of airfield ramp spaces, hangars and to provide a variety of services in support of the Mobility Guardian exercise. Oscoda-Wurtsmith Airport Authority is asked to provide the services which are summarized below.

SAPR FA445221R0006 Attachment 3

Oscoda-Wurtsmith Airport Authority (OWAA) Service Specifications – Amendment 01

1. Beginning 01 April 2021 through 30 June 2021, OWAA shall provide the Government with access/use of the specified areas of OSC identified in Exhibit A – Approved OSC Land Uses.
 - o Fence and gates currently not installed at OSC that are depicted in Exhibit A will be installed by the Air Force.
2. Daily, beginning 13 May 2021 through 27 May 2021, OWAA shall clear aircraft movement surfaces of foreign object debris (FOD).
3. For the time period 01 May 2021 through 10 June 2021, OWAA shall provide the Government with access to and use of the fire hydrant and sanitary sewer identified in Exhibit B – Water and Sewer Connection – Amendment 01.

As indicated above, Item #3 involves providing metered water and sewage collection services via connections with utility systems that are owned and operated by Charter Township of Oscoda. Mr. Kellan explained that OWAA is registered to serve as an eligible vendor for providing services and materials for the Department of Defense (D.O.D.) In an effort to streamline the number of local vendors submitting claims for payment from the D.O.D. - - it is envisioned that OWAA will serve as the water and sewer services vendor during this exercise. Therefore, OWAA will pursue reimbursements for water and sewer expenses from D.O.D. and thereafter reimburse Charter Township of Oscoda.

USAF-AMC has provided D.O.D. promulgated procurement and contract documents that define terms and conditions associated with providing support for USAF-AMC operations. With

assistance from the Airport Authority Attorney, those documents have been reviewed and are ready for signature.

Mr. Munson made a motion for USAF-AMC to establish a temporary base of operations on Oscoda-Wurtsmith Airport and to provide authorization for Chairman Boyat and Airport Manager Kellan to sign the necessary contract documents. Mr. Dailey supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

B. Pilot Training & Aerospace Education Scholarship – Annual Allocations

Mr. Kellan reported that annual allocations for Student Pilot Training & Aeronautical Education Scholarships is typically \$3,000 per year. After the recent interview with the 2021 scholarship awardee, there was additional discussion among Board Members and Staff regarding the possibility of Mr. Livvix being awarded the amount of underspent scholarship from 2020 combined with the amount allocated for FY – 2021. In other words, per haps Mr. Livvix scholarship could be increased to \$6,000.

Mr. Munson provided a handout that describes anticipated pilot training costs amounting to greater than \$10,000. He explained the advantages associated with increasing the Scholarship amount - -so as to further close that financial gap.

Chairman Boyat expressed agreement with increasing the scholarship amount.

Mr. Dailey said in the past there have been recipients who have dropped out or taken a longer than usual amount of time in between lessons. He suggested in theses cases the money should be awarded to another person. Mr. Munson said he would be able to give status reports on what phase the recipient is in and how they are doing and will report back to the Board.

Mr. Swise made a motion to increase the annual Pilot Training & Aerospace Education Scholarship award to \$6,000 beginning with the 2021 Scholarship recipient. His motion also includes increasing the annual Pilot Training & Aerospace Education Scholarship award to \$6,000 moving forward. Mr. Dailey supported the motion. Ms. Richards, Yes, Mr. Munson, Yes, Mr. Dailey, Yes, Mr. Swise, Yes, Mr. Boyat, Yes. Motion carried.

VIII. Airport Manager Comments:

A. FBO Cell No. 9 – Hangar Door Repairs

Mr. Kellan reported that Building – Cell 9 is configured with two large door walls. One door wall is completely disabled. The second door wall is failing. During the November 2020 meeting, Staff provided engineering cost estimates for modifying Cell 9 by installing smaller door openings. That cost estimate exceeds \$250,000 per door. Staff was therefore asked to pursue grant funding for FBO hangar door reconfigurations or replacement costs. In response, an application has been submitted to the FAA - - seeking grant funding via the 'Military Airport Program' (MAP). Mr. Kellan has estimated, the MAP application to be ' a long-shot' - - as only one grant will awarded nationally to a General Aviation airport this year. Additionally, even if the OWAA's application is selected, the funding will not be distributed until FY 2022. In the meantime, Cell 9 remains unavailable for storing aircraft.

Staff has recently solicited proposals from hangar door maintenance companies for performing hangar door inspections and developing plans for repair and rehabilitating Cell 9 doors in the as-built configuration. Two proposals have been received.

Power Lift Hydraulic Doors	\$ 4,850.00
International Door, Inc.	\$ 9,578.00

The price quote from Power Lift Hydraulic Door is within the Airport Manager's spending authorization limits. After discussion with Chairman Boyat, this hangar door evaluations project has been awarded to Power Lift Hydraulic Doors.

B. Taxiways Crack Sealing & Paint Markings

Mr. Kellan reported this project was deferred until this spring, although, the weather has not been cooperating. The project will involve taxiway closures. At the time of this meeting, the crack sealing and paint markings were scheduled for next week.

C. Kalitta Air Hangar 10 Construction

Mr. Kellan reminded the Airport Board that OWAA had hired a consultant to perform an Environmental Site Assessment (ESA) in preparation for Hangar 10 construction. A primary purpose of the ESA is to clearly identify and document any pre-existing contamination prior to use and occupancy by Kalitta Air. The ESA project includes preparation of a site-specific Due Care Plan in response to any contamination discovered on the site. In summary, the strategy is to limit soil disturbing activity as much as possible and keep all potentially contaminated materials on site.

That strategy includes crushing all removed concrete and then reutilizing that material as aggregate base on under the new hangar floor. Likewise, asphalt will be crushed and then

reutilized as aggregate base material when constructing a nearby parking lot. In other words, the potentially contaminated materials are to be encapsulated under the hangar floor and parking lot pavement.

D. Michigan Launch Initiative

Mr. Kellan reported Michigan Aerospace Manufacturers Association has hired two consulting firms to assist with site development planning and to make application to the Commercial Space Division of the FAA for establishing a Launch Operations Site License on Oscoda-Wurtsmith Airport. Those consulting firms are BRPH and Kimley-Horn. Mr. Kellan reported that representatives of the consulting firms conducted a site visit during mid April. He also stated that the license application process is still expected to require a approximately 18 months for completion.

During the site visit, Mr. Kellan asked if there were any work assignments for the Airport Authority or other local agencies. The response was to initiate the process to obtain Department of Natural Resources land that is located along REA Road.

E. Timber Harvest

Mr. Kellan reported that Staff is soliciting competitive bid proposals to have timber removed from Airport properties. This initiative is being undertaken in an effort to remove trees from damaging airfield perimeter fencing.

F. Sports Car Club of America Events.

Mr. Kellan reported four events have been scheduled. The events are not scheduled during back-to-back weekends. .

G. Annual Auditing Services Bid

Mr. Kellan reported this Board request has not been initiated as of this date.

F. Air Force Plans For Expanding PFAS Capture and Treatment Facilities.

Mr. Kellan reported having informal conversation with representatives of the Air Force regarding plans to install additional extraction wells in order to expand the PFAS capture zone. The expansion areas are located along Perimeter Road - - up gradient County Road F-41 and Ken Ratliff Beach Park. It is Mr. Kellan's understanding that a formal site development plan will be forwarded for Airport Board approval consideration. .

IX. PUBLIC COMMENTS

None

X. BOARD MEMBER COMMENTS

Mr. Munson provided comments regarding the Wurtsmith Remedial Advisory Board. He reported that recently appointed representatives of the Air Force and Michigan EGLE are doing their best to understand the community concerns. Mr. Munson indicated that the Wurtsmith contamination issue needs priority consideration in order to the funding necessary in order to be effective.

Ms. Richards expressed her agreement with Mr. Munson's comments. She also expressed concerns that the Oscoda area being at risk of being tagged as being "a poster child' for environmental contamination issues - -and the resulting negative impacts.

XI. REVIEW OF BILLS AND PAYMENTS

April – Mike Munson
May- Ann Richards

XII. ADJOURNMENT

Mr. Munson made a motion to adjourn the meeting. Mr. Dailey supported the motion. All in favor. Meeting adjourned by voice vote at 10:57 a.m.

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