



Airstrip Committee Minutes for July 30, 2011

Attending meeting:

Committee Members: Rebecca, Duggan, Jim and Beryl O'Dea, Paul Purdy, Dick Sager, Wayne and Betty Underwood, Bill Warden and Dave Wood. General Manager: Robert Neeb and Board Representative: Hank Hale. Guest: Judi Purdy.

Rebecca Duggan called the meeting to order at 10:30 a.m.

Without objection, the Agenda and the minutes of the June 25, 2011 meeting were approved.

General Manager's report – Bob Neeb gave us an update on the progress of the new pool building.

Board Representative Report – We welcomed Hank Hale as our new Board Representative. We asked Hank to request a name change for our committee to Airport Committee since we are now a FAA approved public airport.

Application Review Committee Report – Dick Sager reported there were no new applications.

Airport Manager's Report

- Dick Sager reported the inspection for the airport has not yet been held.
- Dave Wood reported he talked to Randy from MDOT and Randy said he will try to get a crew here to mark the runway for cones. They only mark the runway; Dick does that actual placement of them.
- Dick plans to contact Butman Township regarding signs for the airport.

Unfinished Business

- Craft show recap – we took in \$133 for balloon flight sales, lost \$140 on t-shirt sales, and made \$153.73 on ice cream sales for a total of \$146. Rebecca Duggan announced we have signed up again for the 2012 Sugar Springs Art and Craft show. The cost of the mixing bowl and whisk were one time charges. We also have a couple of bags of mix we can use next year. Because the ice cream was so soft (due to the heat), we will use bowls or cups next year and possibly offer sundaes for an additional charge.
- Forming an EAA chapter with another group - discussions were held about how we could get enough people to form a chapter. The committee will continue to work on this. Bill Warden, Roland McDonald and Rebecca Duggan are on this committee.
- Airport emergency plan – Paul Purdy updated the Plan by adding the missing phone numbers. Dick Sager suggested we add Grand Rapids FSDO. Rebecca agreed to make the

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change. Paul will send the draft of the emergency plan with the minutes so all members can review it. Please contact Rebecca with any suggestions. We will put it on the Agenda for August 27 to approve it.

- Master Long Range Plan – We reviewed the document. Dick Sager reported that A & E is requesting that culverts be 12 inches with a smooth interior and corrugated exterior. We adjusted the dates on the Major Improvements Projects. Without objection, we approved the revised master long range plan. Rebecca will send us all copy after she makes the changes. It was suggested we have a sign made that states the field elevation and radio frequency. Dick Sager suggested Rebecca contact the Building and Grounds committee and see if they could assist with the split rail fencing. Dick agreed to do a sketch of where he would want the fencing placed. It was suggested we ask the Memorial Committee for money for a split rail fence and the sign. Rebecca will contact them. Dick suggested we try to get the trees chipped and covered with dirt in the new airport entrance area. Dick will contact Bob Neeb about borrowing a chipper. We also discussed adding a 4-person golf cart to the plan so we can take pilots to the Hearth and golf course.
- August 27, 2011 Fly-in BBQ from 11 a.m. - 3 p.m. Committee members need to arrive at 10 a.m.
 - ≈ All pilots need to bring your handheld radios
 - ≈ Betty Underwood agreed to bring a large pot of coffee, cups, creamer and sweetener.
 - ≈ Rebecca Duggan reviewed the duty roster and operational rules. She will send a copy to the committee.
 - ≈ The menu will be Italian sausages, hot dogs, hamburgers, potato salad, baked beans and soft drinks.
 - ≈ Naomi Cornwell and Bill Warden volunteered to bring 10 ½ inch plates, plastic ware, about 60 hamburger patties, sausages, buns, potato salad. Bill said he has a large beverage dispenser for lemonade.
 - ≈ Roland McDonald will bring 34 hot dogs, 50 buns and condiments left from the Camping committee picnic. Roland will bring the mustard (regular and spicy), ketchup, relish and onions.
 - ≈ Bob Neeb said the Hearth will send a pan of baked beans.
 - ≈ Rebecca has already purchased napkins and has ordered chafing dishes from the Hearth. She will bring a cash box for the 50/50 and a container for the donations for the meal.
 - ≈ Several volunteered to bring water and soft drinks. We will also need some ice and coolers.
 - ≈ Dave Wood will look into bringing individual bags of chips.
 - ≈ Committee members will bring brownies and cupcakes for dessert.
 - ≈ We agreed to ask for a donation (suggested amount \$6) for the lunch and beverage rather than set a price.
 - ≈ Dick Sager agreed to provide the grills.
 - ≈ Judi Purdy will bring the orange vests. She has ordered canopies, tables, chairs, containers for trash and pop cans and a porta john from Building and Grounds and 3 utility golf carts from the golf course. Judi has put several flyers around the area and put the fly-in in the Gladwin and West Branch Chamber of Commerce newsletter. Two

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weeks prior, Judi will send a flyer to the three local radio stations and to the Gladwin Record. Judi agreed to make a new pilot sign-in sheet for the fly-in.

- ≈ Radio frequency – We will monitor 122.8 and 122.9 and ask pilots to use 122.8.
- ≈ If anyone would like a tour of Sugar Springs, we will ask Alice if she would to do these.

- Balloon Launch - Dave Wood won the drawing for the balloon ride. All tickets and money needs to be turned into Alice Moore at the ReMax office before August 20. We will need some committee members for the launch at 6 p.m.

New Business

- Marketing Plan/Partnerships – Rebecca Duggan asked us to think about ideas for marketing and forming partnerships with the airport. She agreed to make a draft of a plan. We will keep this on the Agenda and discuss each meeting. One idea was to advertise pilots can fly-in for the Sugar Springs Art and Craft show July 7, 2012 and we could have cold beverages available. Another idea is to have business cards made for the Airport with a list of Sugar Springs activities on the back. Sugar Springs is difficult to identify from the air. We need ideas to mark it. Dick Sager said it will be easier to see when we get our safety cones from MDOT. Jim O’Dea suggested a pilots golf outing

Comments

Rebecca Duggan is going to fly in the Michigan Air Tour. Contact her if you would like more information, it is a great way to meet pilots. Sugar Springs could be an alternate stop if we had any thing to offer the pilots.

Without objection, the meeting was adjourned at 12:30 p.m.

Future meeting dates for 2011

- ≈ August 27, fly-in and meeting after at airstrip
- ≈ September 24, 10:30 a.m. activities building

Paul Purdy, Secretary