

**AGENDA**  
**AIRPORT COMMITTEE**  
**Wednesday – August 13, 2025 – 4:00 p.m.**  
**Harry Browne Airport**  
**4821 Janes Rd, Saginaw, MI 48601**

Members: Sheldon Matthews – Chair, Gerald Little – Secretary, John Kaczynski  
Others: Al Kaufman – Airport Manager, Mary Catherine Hannah – County Administrator,  
County Civil Counsel, Suzy Koepplinger – Committee Clerk

- I. Call to Order
- II. Welcome
- III. Correction/Approval of Minutes (*January 29, 2025 Meeting Minutes - Attached*)
- IV. Public Comment
- V. Agenda
  1. Update from Airport Manager
    - Buena Vista Township hired HydroCorp to install/test back-flow preventers on all buildings that have city water; HWB Airport has four (4) units, and an additional three (3) units on the property owned by others. Cost is approximately \$4,200 per unit. Calling local plumbers for quotes.
    - Waiting on MDOT funding for new fuel truck (\$85,000) and Runway 10/28 Crack Seal (\$52,930)
    - Saginaw Valley Air Museum installed new 6” gutters on the old county hangar to help prevent water from getting into the building. Also repaired the cement pillars on the east side of the hangar, as they were a hazard, and waiting on weather to paint.
    - 40 T-hangars are at 99% capacity
    - Fuel sales are strong
    - Need to update the zero-turn mower (approx. \$18,000) as its life span is near the end; All maintenance is performed by the Airport Manager to cut costs.
    - Approval of the Airport Capital Improvement Plan (ACIP) is attached. Waiting on the approval of bill funding for the current project start in Spring of 2026.
  2. Any other matters to come before the Committee
  3. Discussion of future meeting date, time and location
- VI. Miscellaneous
- VII. Adjournment

**MINUTES**  
**AIRPORT COMMITTEE**  
**Wednesday – January 29, 2025 – 4:00 p.m.**

**Harry Browne Airport**  
**4821 Janes Rd, Saginaw, MI 48601**

Present: John Kaczynski, Gerald Little, Sheldon Matthews  
Others: Al Kaufman – Airport Manager, Amy Lusk – County Civil Counsel, Suzy Koepplinger – Committee Clerk, Dan Kenny, Kathy Peters, James Peters, Josh Peters, Sam Walters, Neil Engelhart

- I. Call to Order---***Sheldon Matthews at 4:02 p.m.***
- II. Welcome
- III. Correction/Approval of Minutes (*August 28, 2024 Meeting Minutes*)  
---***Moved by Little, seconded by Kaczynski, to approve. Motion carried.***
- IV. Public Comment  
---***James Peters reported that things are going well, the pavement looks good, and they continue to work on planes.***  
---***Dan Kenny announced that work needs to be done on the museum hangar.***
- V. Agenda
  1. Election of Chairperson and Secretary for 2025  
---***Commissioner Little nominated Commissioner Sheldon Matthews as the 2025 Chairperson and Commissioner Matthews nominated Commissioner Gerald Little as the 2025 Secretary. Moved by Little, seconded by Kaczynski, to close nominations and elect Sheldon Matthews as the Chair and Gerald Little as the Secretary for 2025. Motion carried.***
  2. Update from Airport Manager
    - Capital Improvement Program (2025 – 2029)
    - 40 T-hangars are at capacity
    - Fuel sales are steady

---***General discussion was held regarding a variety of topics:***

    - Although fuel sales are steady, the airport needs a new truck; 56,000 gallons of jet fuel pumped; and HWB and MBS are fairly competitive in gas rates
    - With the 40 T-hangars at capacity, there is a need for more. However, per the FAA, pavement is the priority – no new hangars until 2029 at the earliest. After paving, the airport can apply for federal grants to build more hangars
    - Discussion was held regarding the flight schools that run out of HWB Airport
  3. Any other matters to come before the Committee---***None***

4. Discussion of future meeting date, time and location  
≈ ***June 25, 2025 at 4:00 p.m. @ HWB Airport***

- VI. Miscellaneous---***James Peters stated the need to look at future infrastructure improvements, such as sewers and upgrading from single 220 electrical to 440, to be able to grow more business. Asked if anyone knew of grant money that is available. A. Kaufman will look at the Buena Vista Township plan and contact Consumers Energy for a cost estimate.***
- VII. Adjournment---***Moved by Little, seconded by Kaczynski, to adjourn. Motion carried; time being 4:26 p.m.***

Respectfully submitted,  
Sheldon Matthews, Committee Chair  
Suzy Koeplinger, Committee Clerk

MICHIGAN STATE BLOCK GRANT PROGRAM								
AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2025 to FY-2032								
Airport Name: Saginaw County H.W. Browne Airport			Airport Identifier: HYX		Date prepared: 7/16/2025    Updated:			
Associated City: Saginaw, MI					Prepared By: Mead & Hunt, Ben Hoover			
Sponsor: Saginaw County			NPIAS Airport Code: B		Sponsor email & phone: Alan Kaufman, a1airport@yahoo.com, 989-758-2459			
Development Year	Project Description	Federal Entitlements	Federal Apportionment	Federal Discretionary	Federal BIL	State	Local	Total
	NPE Carryover- \$150,000    BIL Carryover- \$380,608							
2025	Construct Taxiway A Reconstruction and Shift including Lighting (CA only)				\$123,632	\$6,508	\$0	\$130,140
	NPE Carryover- \$300,000    BIL Carryover- \$538,976							
2026	Construct Taxiway A Reconstruction (Constructon only)				\$550,118	\$28,954	\$0	\$579,072
2026	Construct Taxiway A Shift (Constructon only)	\$320,170				\$12,811	\$12,812	\$345,793
2026	Construct Taxiway A Lighting Reconstruction (Constructon only)				\$232,962	\$12,261	\$0	\$245,223
	NPE Carryover- \$129,830    BIL Carryover- \$37,896							
2027	Design Taxiway E West Reconstruction	\$58,500				\$3,250	\$3,250	\$65,000
2027	Design Taxiway E West Lighting Reconstruction				\$14,250	\$750	\$0	\$15,000
	NPE Carryover- \$221,330    BIL Carryover- \$0							
2028	Construct Taxiway E West Reconstruction	\$123,830	\$681,670			\$44,750	\$44,750	\$895,000
2028	Construct Taxiway E West Lighting Reconstruction	\$175,500				\$9,750	\$9,750	\$195,000
2028	Construct Pavement Marking	\$36,000				\$2,000	\$2,000	\$40,000
2028	Construct Crack Sealing	\$36,000				\$2,000	\$2,000	\$40,000
	NPE Carryover- \$0							
2029	Design Terminal Apron Reconstruction	\$63,000				\$3,500	\$3,500	\$70,000
	NPE Carryover- \$87,000							
2030	Construct Terminal Apron Reconstruction	\$237,000	\$735,000			\$54,000	\$54,000	\$1,080,000
	NPE Carryover- \$0							
2031	Design Hangar Taxiway Reconstruction (T-hangar areas)	\$36,000				\$2,000	\$2,000	\$40,000
2031	Construct Pavement Marking	\$36,000				\$2,000	\$2,000	\$40,000
2031	Construct Crack Sealing	\$36,000				\$2,000	\$2,000	\$40,000
	NPE Carryover- \$42,000							
2032	Construct Hangar Taxiway Reconstruction (T-hangar areas)	\$192,000	\$366,000			\$31,000	\$31,000	\$620,000
	NPE Carryover- \$0							