

## Union County Airport Authority Agenda 6-11-2019

- Call to order -4:00PM Popio, Linda Thrush
- Minutes of the May meeting
- Treasures Report, Invoices presented for payment
- Presidents Report,
  - AED – Installed, training??
  - Report on meeting with the County Commissioners
  - Fuel Master fulling dispenser is back in service (Thanks to SV staff for doing the install).

Woolpert, Greg Shuttleworth

### Committee reports

- Unfinished Business:

Single Volume Hangar rates recommendation for 2019, Process

Roof repairs estimates (Doug Troutman <sup>JS</sup> Construction 6143066180)

Snow removal 2019/ 2020 and beyond (planning)

- New Business:
  - a. Approval of AOBF agreement
  - b. Official resolution designating Dave Holden as Airport Manager, (ODOT request needed to amend our FAA 5010 record).
- Adjourn, next meeting 7-14-19, 4:00PM

UNION COUNTY AIRPORT AUTHORITY

JUNE 11, 2019

MINUTES

The Union County Airport Authority Board held its regular monthly meeting on June 11, 2019 at the Union County Airport, 760 Clymer Road, Marysville, Ohio. The meeting was called to order by President John Popio at 4:00 pm with the following members present: Mr. Bruce Rausch, Mr. Ken Denman, Mr. Shaun Bailey, and Mr. Phillip LaPointe. Mr. Jim Mitchell and Mr. Bob Chapman were excused. Guests present were Mr. Greg Shuttleworth of Woolpert and Mr. Steve Wieringa of Skyvista.

Mr. Rausch motioned to accept the May minutes as presented, Mr. Denman second. Motion passed. Mr. Denman motioned to accept and pay the attached list of bills and financial reports as presented, Mr. LaPointe second. Motion passed.

Mr. Popio reported that the AED is installed and Mrs. Holden will do training. In the event that she cannot do it Jerome and or Darby Township is also willing to do the training. Up to ten people can attend the class so anyone interested is welcome to join. Advised that when the door to the cabinet is opened it automatically calls 911. There is a support contract in place for 3 years. Mr. Popio felt the meeting with the commissioners went well. Fuel Master is back online and labor costs were saved as Skyvista provided the labor.

The Balloon Rally contract is being signed and a safety meeting is scheduled for June 12<sup>th</sup> at 11 AM at the County Building on 6<sup>th</sup> and Main streets. Mr. Denman motioned to authorize Mr. Popio to sign this contract on the Board's behalf, Mr. Rausch second. Motion passed

Woolpert report by Mr. Shuttleworth is attached. The meeting with ODOT was somewhat disappointing. They aren't sure they have authority to rule on housing issues. The board is still waiting on the Prosecutor's office help. The board may have to hire outside counsel as the Prosecutor's office isn't able to work with us in a timely manner.

Mr. Rausch motioned to extend the general services agreement with Woolpert from \$7500 to \$15,000 to cover design costs for ramp rehab. The board would like to get costs for concrete and asphalt to compare.

Mr. Popio has asked Jim Smith Construction to prepare quotes for the roof repair. He provided several pictures that show many problems with the roof that need to be addressed soon.

Prompted by the State Examiners at this year's audit, the board needs to work on rates for the large single volume hangar. Mr. LaPointe, Mr. Rausch and Mr. Wieringa will form a committee to work on this and have ready for board discussion and approval before the leases go out in the fall. These rates will take effect Jan. 2020.

UNION COUNTY AIRPORT AUTHORITY

JUNE 11, 2019

PAGE 2

Snow removal was also discussed. Mr. Popio will try to get some other airport's input and look at some of their equipment and what products they use for upcoming meetings.

*Mr. Denman motioned to designate Mr. Dave Holden as Airport Manager with the FAA. Mr. LaPointe second. Motion passed*

Skyvista reported that most hangar tenants are current with the exception of Janet Baker who owes for 3 months. There are some door cables that need repair and the board asked that they call Fulfab for these repairs and asked if Fulfab can come inspect all the doors and hangars and make a list of repairs that need to be taken care of in the near future. Mr. Wieringa also reported that they would like to do a cook out again this year in conjunction with the balloon rally. They board agreed that this was a good event.

Mr. Rausch motioned to adjourn the meeting at 5:23 PM. Mr. LaPointe second. Motion passed. The next meeting will be held Tuesday July 9<sup>th</sup> at the Union County Airport beginning a 4:00 PM

Respectfully Submitted

Linda K Thrush  
Secretary

JUNE 2019 BILLS

Valtech	\$	68.11
Columbia Gas	\$	184.08
Capital City Awning	\$	4,445.00
SkyVista	\$	1,124.09
Rausch Mowing	\$	3,104.70
Jess Howard	\$	1,585.00
City of Marysville	\$	350.24
	\$	70.32
	\$	77.84
	\$	44.22
Syntech	\$	1,228.00
DP&L	\$	125.76
	\$	234.92
	\$	215.97
	\$	196.10
John Popio	\$	24.72

Designation of Airport Manager

The Union County Airport Authority designates Dave Holden,( contact information: \_\_\_\_\_ )

as airport manager, and authorizes him to issue NOTAMS, conduct safety inspections, contact the FAA and other appropriate authorities on behalf of the Authority, and to make day to day decisions and represent the authority in operational matters that ensure safety and a high level of customer service to tenants, users, and the public.

Motion made by: Mr. Ken Dorman

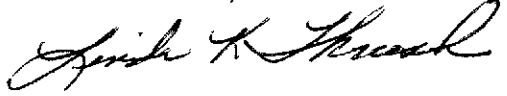
Seconded by: Mr. Phil LaPointe

Action taken: motion passed

Date: 6-11-2019

I certify that this is a true and accurate record of action taken by the Union County Airport Authority.

Linda Thrush, Sec. Treas. UCAA



# WOOLPERT PROGRESS REPORT

June 11, 2019

The following is a summary of items/task we worked on during the past month.

1. **Attended meeting w/ODOT on May 29<sup>th</sup> to review house obstructions adjacent to R/W 9. ODOT not willing to support Board with a position yet. Still waiting on some rulings of their authority.**
2. **On May 23<sup>rd</sup>, received FAA comments on MP scope. They requested the addition of a Runway Safety Area Study for the railroad/R/W 27 Approach and sustainability (recycling) component to the study. Agreed to the re-use of recently collected AGIS data. Working to revise the scope and resubmit to FAA for final approval and fee development.**
3. **ODOT staff voiced some concern about the PAPI as a mitigation method for the lost nighttime approach. Stated the PAPI angle and TCH are not the same as the published approach. Said that could be a problem. FAA did not initially indicate that was a requirement. Confirming that now. FAA portal for submission of this data is currently off-line for upgrades. Requested a workaround to finalize but waiting on a response.**
4. **ODOT requested the turf runway be closed until they inspect it. Cited possible non-compliance with RSA grading criteria as something that needs to be corrected. Requested additional info from Stantec to support the runway.**
5. **Need to consider the timing of the ramp rehabilitation. ODOT grant award in mid-July may push schedule if we wait until then to start. Also, a possibility they may not fund and will need to be Board/County funded. Options consider starting design ahead of ODOT notification to position project for construction this season with or without ODOT funding. ODOT requirements more restrictive than general county requirements for bidding/construction.**

