

Union County Airport Authority Agenda JAN. 14-2020

Meeting

1. Call to order -4:00PM
2. Minutes of the Dec. meeting
3. Treasures Report, Invoices presented for payment, Account balances, and County Budget

Presidents Report

- District 7 Roofing, Work completed expect and invoice soon
- Offer document and easement language being prepared for offer on the approx. two acers of land in the Chestnut Crossing development. Status
- Concrete pads project in completed. SMG Support.
- Liability Ins renewal Do we want to increase our liability coverage beyond \$1M ? Other Changes?

Committee reports

- Snow and ice removal / update? Reminder : **Please No Urea on any concrete.**

4. Consultant's report; Woolpert, Greg Shuttleworth, Tyler Bicknell
5. SkyVista / AP manager report

(Tee hangar repairs Solinger and others? Leases still outstanding? SVH rent increase effective 1-1-20)

Resolution to enter into all leases for tenants who have submitted their lease and Ins. documentation as requested and are not in arrear or otherwise in violation of their previous leases. All others who have not provided proper lease renewal information and documentation be placed on month to month rates,

6. Other reports

7. New Business: Sec. / Treas. Employment changes. Motion to enter into a contract with Custom Staffing to provide Sec. Treas. Services.
8. Designation of VP or other board member on behalf of the board in the absence of the President in urgent or emergency matters that may arise including the execution of documents as maybe required in conjunction with the acquisition of Walnut Crossing land
9. Next meeting 2-11-2020
10. Adjourn

UNION COUNTY AIRPORT AUTHORITY

MINUTES

JANUARY 14, 2020

The Union County Airport Authority held its regular monthly meeting on Tuesday, January 14, 2020. This meeting was held at the Union County Airport, 760 Clymer Road, Marysville, Ohio. President John Popio called the meeting to order with the following members present Mr. John Popio, Mr. Bruce Rausch, Mr. Ken Denman, Mr. Snaun Bailey, and Mr. Phil LaPointe. Mr. Jim Mitchell attended via conference call and Mr. Bob Chapman was excused. Mr. Greg Shuttleworth and Mr. Tyler Bicknell from Woolpert Consultants were also present.

Mr. Denman motioned to approve the December minutes and Mr. Rausch second. Motion passed. Mr. Denman motioned to accept the attached list of bills. Mr. LaPointe second. Motion passed. Ms. Thrush gave a brief report on the budget noting that the county did not increase their contribution to the airport this year.

Under the president's report, Mr. Popio reported that District 7 has completed the roof repairs on both the maintenance and Hangar II and will be submitting the invoice shortly. Mr. Gray of the Prosecutor's office submitted a proposal for the Chestnut crossing property. Mr. Popio stated that he received an email from Kevin Braun stating if the land deal wasn't closed by Thursday, January 16th the offer would be rescinded. It is absolutely impossible to meet that deadline, so the board is not sure what this all means. Mr. Gray is trying to contact Mr. Braun or his attorney to clarify but there has been nothing so far. Mr. LaPointe, Mr. Denman and Mr. Popio attended the city council meeting regarding this development to voice the airport's concerns regarding land use and obstructions issues. They were not well received. The council did not seem interested in hearing the concerns at all. The board instructed Woolpert to stop working on the appraisal until further notice and these issues are resolved. Mr. Popio also reported that the concrete pads are down. There is some debris that Jordan Concrete will have to come back and take care of when the weather and soil conditions are better. They also need to seal the concrete pads. Mr. Popio also received an email from OM Scotts stating that Mr. Hagedorn will contribute approximately \$25,000 toward those concrete pads. The airport liability insurance will be coming due in April. Right now, the board has a million-dollar policy. Mr. Popio asked the board if they thought this was still enough. Mr. Bailey asked that Mr. Popio get a quote as to how much a 1.5 million policy would be and he will do that. The Board will continue with the current snow and ice removal plan that we have now. The board has 2 tons of Urea, a spreader and a tractor ready for use when the need arises. The board asked that the Urea be spread thin at first as more can be added later if needed. Also, remember not to put this on the new concrete pads.

Mr. Shuttleworth and Mr. Bicknell gave their report. (no written report was given) They stated that there are more problems with the night approaches getting approved. They suggested the board try other options to get this done as the FAA seems to be dragging their feet on approval. He suggested putting an obstruction light by the railroad. A power source would have to be secured to do this. Another possibility is to displace the thresholds. These would be the cheapest options. Mr. Shuttleworth reported that the ALP has been approved and signed off on so ODOT needs to come out and do their inspection. The board would like to get this done before Spring. He also stated that the board needs to be proactive regarding land use surrounding the airport. While the FAA and ODOT will tell you, what

needs to be done and the consequences if these things aren't done but they will not help you enforce. Mr. Bicknell said that 30% of the plans for the upcoming projects will be ready for ODOT next week. The dates for the Balloon Rally this year will be August 13-15th. Construction should be planned around this event. They will work with Skyvista to decide what other dates they will need to plan around.

Mr. Denman motioned to authorize Woolpert to let bids for the two projects coming up in February. Mr. Lapointe second. Motion passed. Mr. Popio also asked that someone else be given authority to sign documents from the projects in his absence. Mr. Bailey motioned to appoint Mr. LaPointe to have that authority. Mr. Rausch second. Motion passed.

Mr. Popio accepted the resignation for Ms. Thrush for the board's secretary, treasurer position effective on January 24th. Mr. Denman then motioned to accept hiring Ms. Thrush through Custom Staffing. Mr. Rausch second. Motion passed. Mr. Bailey then motioned to go into executive session to discuss personnel and compensation. Motion passed.

Mr. Rausch motioned to approve a 15% raise for Ms. Thrush effective January 27, 2020. Mr. LaPointe second. Motion passed. This will make the compensation for this position \$258.75. (current salary \$225 + 15% of \$33.75)

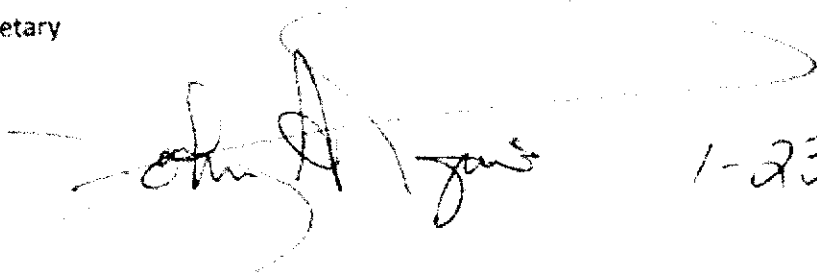
The board was reminded that Mr. Lapointe and Mr. Mitchell's terms will expire on June 30, 2020. Mr. LaPointe expressed his desire to continue on the board and Mr. Mitchell will let the board know by the next meeting if he will remain on the board.

The next meeting of the board will be on February 11, 2020 and will be held at the Union County Airport.

Mr. Rausch motioned to adjourn the meeting at 5:46 pm. Mr. Lapointe second. Motion passed.

Respectively submitted

Linda K Thrush
Secretary

 1-23-20

January 2020 Bills

ValTech	\$	137.98
DP&L	\$	228.09
	\$	464.07
	\$	231.76
	\$	225.00
Heritage	\$	590.00
	\$	1,836.00
Marysville City	\$	70.32
	\$	77.84
	\$	350.24
	\$	44.22
Jordan Concrete	\$	23,000.00
Blumenschien Lawn	\$	730.00
Mt. Vernon Door	\$	1,031.23
Harris & Leach	\$	600.00
C&S Engineering	\$	3,500.00
Columbia Gas	\$	829.69
City Water	\$	1,150.00
AnyAWQS	\$	125.00

Jan-20

Dept	Org	Object cd	Description	2020 Revised	2020 Actual	2020 Enc	2020 Available	2020 Percent
402	70140208	510100	Airport Salary	\$ 40,000.00	\$ 675.00		\$ 39,325.00	\$ 1.69
402	70140208	510205	Airport OPERS	\$ 8,400.00				
402	70140208	510215	Airport Medicare	\$ 870.00			\$ 870.00	
402	70140208	510225	Airport Workers Comp	\$ 200.00	\$ 59.52		\$ 140.48	\$ 29.76
402	70140208	520100	Airport Supplies	\$ 4,175.00			\$ 4,175.00	\$ -
402	70140208	520165	Airport Fues	\$ -				
402	70140208	530100	Contract Services	\$ 365,000.00	\$ 43,126.31	\$ 59,572.62	\$ 262,301.57	\$ 28.14
402	70140208	530700	Advertising	\$ 1,000.00			\$ 1,000.00	
402	70140208	540100	Equipment	\$ 2,000.00			\$ 2,000.00	\$ -
402	70140208	550100	Travel & Expenses	\$ 1,500.00			\$ 1,500.00	
402	70140208	568001	Transfer out	\$ -				
				\$ 423,145.00	\$ 43,185.83	\$ 49,816.05	\$ 311,312.05	
			Cash Balance					
		701		\$ 402,094.57				
		702		\$ 161,223.43				
		703		\$ 61,577.46				
		705		\$ 17,783.19				