

Union County Airport Authority Agenda

7-14-20 Meeting @ 4:00PM

This meeting will be held at the Union County Airport in the Single Volume Hangar or on the covered porch (weather permitting) socially distanced, of course.

Call to order -4:00PM

- Minutes of the June meeting.
- Treasures Report, Invoices presented for payment, We are half way thru the FY. And there have been many delays, changes and unexpected developments. Some favorable some, not so much. Most were not anticipated when our county budget was put together last fall. As we plan for the future, it is important to know how we a likely to end the year. Hopefully, our Treas. can help us assess where we are likely to end the year (both in Operations and in our Capital accounts) and what local funds may be available to develop future initiatives.
- Pres. Report,
 - We have signed the contracts for the FAA CARES money, and both ODOT grants, which turned out to be 2021 projects. ODOT did not ask for another “certification” of our resolution YET, but we were advised that ‘it might be good to adopt new ones covering 2021 funding cycle just in case ODOT’s attorney decides they are needed’.
 - The AOBF Safety meeting will be 7-17 at 1:00 via ZOOM, Ken

and Bruce should have received sign in credentials?

- The ODOT inspection was conducted 6-24-20. Dave Holden and I attended. Everyone should have received my notes. ODOT's formal report should be received in a few weeks. We were advised of obstructions on our land west of Weaver and that our pavement markings would be rated "poor". And that both would be eligible for ODOT's grant program. (resolutions are needed to apply for and acceptance of these 2021 grants if awarded). Copy of inspection notes attached, for follow up as needed.
- Tyler and I participated in a tele conference on 7-10., regarding the city' plans to address flooding and drainage issue in Adena Point I will try to send for your amusement a photo which one of the residents sent to the city. The city is requesting easements across the county's obligated land. There was also some discussion of the roadway options that might be acceptable, (and what was unacceptable should Weaver Rd need relocated).
- ACIP (Airport Capital Improvement Plan), planning process in preparation for 2021 grant cycle.
- Volunteers need for recognition of SMG (and potentially others) for their support of KMRT. Lobby plaque update and web site needed revisions (domain names expiring).
- Committee reports, GROUNDS MAINT: (Bruce), we got some unplanned but effective assistance on the weed killer application we discussed as being needed at our last meeting completed, Much Appreciated SMG. Snow Removal Plan and 2021 vendor liability Insurance, follow up, and any grounds issues in preparation for

AOBF.

- Consultant's report; Night IFR update, Master plan activity, Turf RW considerations, Ramp and taxiway construction schedule, pre - construction meeting.
- SkyVista / AP manager report (Hangar rental report, Tee hangar passage door issues, Fans installation update., PAPI and REIL follow up, etc.)
- Additional hangar development, (Phil)
- FBO contract update
- Old Business
- New business, ODOT Resolutions
- Next meeting 8-11-2020
- Adjourn

UNION COUNTY AIRPORT AUTHORITY
MINUTES
JULY 14, 2020

The Union County Airport Authority Board held its regular monthly meeting on July 14, 2020. This meeting was held at the Union County Airport, 760 Clymer Road, Marysville, Oh and began at 4:00 p.m. The meeting was held on the front patio of the Office building, outside and social distancing was observed. The following members were present Mr. John Popio, Mr. Bruce Rausch, Mr. Shaun Bailey, Mr. Bob Chapman and Mr. Philip LaPointe. Mr. Ken Denman was excused. Mr. Steve Wieringa of Skyvista and Mr. Tyler Bricknell of Woolpert, and Mr. Steve Stolte of the commissioner's office were also in attendance.

Mr. Rausch motioned to accept the June minutes as presented, Mr. Chapman second. Motion passed. Mr. Chapman motioned to approve the attached list of bills, Mr. LaPointe second. Motion passed.

Mr. Popio gave his report (see attached with the agenda). He confirmed that the agreements for the CARES Grant was signed. He also stated that the two grants that were delayed until 2021 were signed and sent in. Mr. LaPointe motioned to authorize Mr. Popio to act in the board's behalf to authorize the application and to accept and execute the grants when needed. Mr. Bailey second. Motion passed. He reported that the Balloon Rally is not looking good with a good chance that it will be canceled for this year. He reported on the ODOT inspection and presented notes on what was found. (See attached). Due to this Mr. Chapman motioned to authorize Mr. Popio to apply, approve and execute two new grants, one for tree removal and one for runway markings. Mr. Rausch second. Motion passed. He next mentioned the PAPI's and Mr. Wieringa reported that they are now working. Mr. Popio stated that the board needs to look for someone to inspect them regularly especially when the runways are approved for night approaches. He checked around but cannot find anyone who does this. Mr. Brickner will make some calls and see if he can find some guidelines for when and how often this needs to be done. Mr. Popio will check with Jess Howard or ADB Electric to see if they would come out and check them to make sure they are aligned and in working order on some kind of schedule and make sure that those inspections are documented. There was some discussion regarding the grass runway. This seems to be a bone of contention with the FAA and they seem to be dragging their feet to approve it. Mr. Rausch wondered if they ever would and if it would be better to take it off the Master Plan and not advertise its use. Mr. Brickner will talk with the FAA and see if he can get a feel from them as to whether they will ever approve it or just keep finding things wrong with it. We need to know when to stop fighting with them over it. The prosecutor's office sent a letter to the concrete people and did not hear anything back from them, a stronger letter is being sent out this week. If no response, the board will get someone else to do the work and seek reimbursement from Jordan's Concrete for the work. He presented a list for the board to look over and discuss for future projects. He asked everyone to look these over, add and prioritize them for future use. Mr. Popio also asked the board to consider sending some kind of thank you to Scotts for their \$25,000 donation to the concrete pad. He also asked Mr. LaPointe to check on updating the plaque in the lobby with board members names. Mr. Popio presented an updated snow removal spec for 2020 and asked Mr. Rausch to make sure our current vendor has the proper amount of insurance and is aware of these specs.

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Ms. Thrush gave a short report on the financial status of the board and reported that she had contacted the Auditor's office regarding taxes on the new property. The board will need to petition the City to remove it from the TIFF and then file for a reduction of value with the BOR of the county to reduce the amount of taxes the board will have to pay. If the City will remove it from the TIFF program, then the board could file for exemption from taxes altogether.

Mr. Brickner reported from Woolpert. (See Attached). Mr. Wieringa reported from Skyvistas. He stated that he had received a quote from G&H Lock to replace all the T Hangar locks. This quote was for \$2970. He had received a quote from Mt. Vernon Door or over \$8000. Mr. Bailey motioned to have G&H do this work, Mr. Chapman second. Motion passed.

Mr. Lapointe reported on costs for a new row of T Hangars. (See Attached). The board discussed several options on if and how to pay for them, looked at other projects as well as the runway extension etc. The commissioners may be doing some bonding for their projects and we might be able to add on to that for a better deal on costs. Discussed other possible funding sources. More discussion to follow.

Mr. Bailey reported that he has met with an attorney regarding the Skyvista contract and points are being reviewed. He hopes to have a copy ready for signatures by the next meeting. This contract will better address Skyvista's role with the Balloon Rally and reimbursement for their part. It will also address a general service contract and spell out what is expected more clearly. More on this next month.

Mr. Chapman motioned to adjourn the meeting at 6:30 PM. Mr. LaPointe second. Motion passed. The next meeting will be held at the Union County Airport on August 11, 2020 and will begin at 4:00 PM.

Respectfully Submitted

Linda K Thrush

July 2020 Bills

Skyvista	\$	3,009.02	
DP&L	\$	65.96	
	\$	237.36	
	\$	196.55	622.75
	\$	122.88	
Marysville City	\$	70.32	
	\$	77.84	
	\$	44.22	600.99
	\$	408.62	
AWOS	\$	125.00	
Custom Staffing	\$	677.76	July 10/24
ValTech	\$	68.18	
Spectrum	\$	49.99	
Columbis Gas	\$	152.01	
Harris Leach	\$	600.00	
Rausch Enterprises	\$	2,740.00	
John Popio	\$	118.64	

UNION COUNTY AIRPORT AUTHORITY 2018 PLANNING (~~NON~~ ACIP)

WORKSHEET

Non ACIP Project extracted from UCAA Planning Model Ref: M.Tobin (numbers for identification only, and do NOT represent any priority ranking)

1. Additional tee/ box hangars
2. Transformation of existing SVH to Corporate Standards.
3. Maronda land purchase (remaining acreage) ACIP ELIG.
4. Land Purchase 2.2 acers behind old Gen Industries Bldg. (N. of E. taxiway) ACIP ELIG.
5. Main Auto Parking Lot Expansion
- ✓ 6. West taxiway routine maint. (crack seal) REQUIRED ODOT.
7. Additional Ramp Space expansion (ACIP?)
- ✓ 8. Terminal Improvements (beyond ceiling and lighting) Incl. restroom in Maint. area and woman's
9. SVH Door (Replacement / upgrade only) ?
- ✓ 10. Maint. Hangar / cooling fans
- ✓ 11. Info. Tech. (File sharing, web content mgnt., records retention) contractor ?
12. Airport Manager Position
13. Airport title clean up exploration of needed height easements (legal ?)
14. Airport marketing and promotion (vendor)
- ✓ 15. Taxiway lighting / marking reflectors (ACIP) ODOT

- TREE REMOVAL WEST OF WEAVER RD. (ODOT/ACIP)
- PURCHASE ^{SECURE} EASEMENT OR LAND BALANCE OF RPZ IN COLEMAN'S CROSSING. (ACIP)
- PURCHASE OF SNOW REMOVAL EQUIPMENT AND CONSTRUCTION OF STORAGE SHED. (ACIP)
- TURF RW CERTIFICATION ISSUES MITIGATION.
- RW 9/27 EXPANSION (ENGINEERING - PRECONSTRUCTION) (ACIP)
- RW 9/27 REHAB, RE SURFACE. (ACIP)

Notes from ODOT Airport Inspection 6-24-20

1. Find attached the letter that Thayne prepared on our behalf. I understand it was going out today.
2. ODOT Inspection : (preliminary / NOT GOOD) Here is the "punch list" of items that I noted from ODOT's inspection on Wed. (Dave Holden and I were present)
 - Update our FAA 5010 as it relates to "Operations" (item 05 Military . Reduce the estimated operations from 3,000 to 50.
 - PAPI lenses need cleaning. " be careful as there are fragile parts that are expensive to replace".
 - Will need a PAPI Maintenance Plan, and should be conducting routine periodic checks for alignment and operations. ODOT stated we may want to use a contractor for this., particularly since we were requesting the visual use of the PAPI's as a means of restoring our night IFR operations to RW 27.
 - In our Runway Safety Areas we have erosion around the concrete base. (Fill with topsoil grade to base and seed)
 - Additionally we have erosion around our RW lighting stake post (the frangible couplings are too high. We discussed remedies, as this has been an item previously cited and based upon our experience and consultation with other APs 'this is a common issue with limited long term success at remedying'. ODOT suggested that we look at Fairfield County and Bowling Green airports to see how they addressed the issue. (see the Fairfield Co. attached photo of what I would describe as rhombus shaped mats that are placed over the light post and staked into the ground. We may want to explore this as a remedy?
 - The tree line on our land west of Weaver road has grown. Some existing trees are obstructions and need addresses (ODOT estimated that at least one tree was 65' above RW height. They suggested **removal of all** trees, noting that such a project may be eligible under ODOT's 2021 Grant program (the deadline for which is 7/15). (This tree line was an item in one of our prior inspections and at that time we removed all offending trees and substantially reduced the tree line using local funds.)
 - We have a "broken conduit" see photo in need of repair PAPI #4.
 - We will need to send photos of the mowing done in the RW Safety areas. This needs to be 300' off each end and 150' wide.
 - Our pavement markings are "poor" . I explained that we had not addressed that as we will be doing pavement work on the ramp, west taxiway and some crack sealing, ODOT stated that pavement markings are eligible under the state grant program as well.
 - Our Runway End Identifier Lights REILS were in op, (they tested OK the previous day.) we did some testing and the lights could be activated manually but for some reason they would not respond to the pilot controlled lighting. It was suggested that our electrician check for issues with the grounding.

Attachment "A"

10 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) F.Y.-2020 to F.Y-2029

Airport Name Union County Airport							Date prepare	12/08/19		
Associated City Marysville, Ohio							Prepared By:	Woolpert Inc.		
Sponsor: Union County Airport Authority							Telephone No:	(513) 527-2654		
Airport Three Letter ID: MRT							Due date			
Congressional District:							4th			
Item #	Description	Fiscal Year	Total Cost	Entitlement	Apportionment/Discretionary	State Non-FAA	Local	Other	PFC	Remarks/Item Justification
1	Carryover Funds	2020								
2	EA Runway Extension	2021	\$ 166,667	\$ 150,000		\$ 8,333	\$ 8,333			Assumes MP will call for R/W Ext.
3	RW Ext./Rehab. (Design)	2022	\$ 375,000	\$ 300,000	\$ 41,668	\$ 16,666	\$ 16,666			R/W Ext. (700'+/-) Str. and Rd Reloc
4	RW Ext./Rehab. (Const.)	2023	\$ 4,500,000	\$ 150,000	\$ 4,333,333	\$ 8,333	\$ 8,333			R/W Et. (700'+/-) Str. and Rd Reloc
5	Carryover Funds	2024								
6	Rehabilitate East Ramp	2025	\$ 241,179	\$ 217,061		\$ 12,059	\$ 12,059			Restore Pav. Strength and Condition
7	Carryover Funds	2026								
8	Carryover Funds	2027								
9	14 Unit T-Hangar	2028	\$ 898,435	\$ 532,939		\$ 29,608	\$ 335,888			Satisfy Demand
10	Carryover Funds	2029								

WOOLPERT PROGRESS REPORT

July 14, 2020

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

1. ODOT sent FY21 grant contracts for FY20 projects.
2. Submitting 2 additional ODOT FY21 Grants from ODOT inspection recommendation
 - Rehabilitate Runway 9-27 Pavement Markings
 - Runway 9 Obstruction Removal
3. Attended meeting with City of Marysville, Union County Commissioners, and John regarding potential utility easement for an Adena Point Development drainage. Provided direction for location of allowable drainage.
4. Contacted Roy Currie (FAA) about the nighttime approaches. Roy said that the project is with Flight Standards (AFS) and he's unable to determine where it's at in the process.
5. Master Plan update has continued. Inventory, environmental overview and forecast phases continued. Began obstruction review and plan sheet portion.

T-Hangar Investigation

Approximately 10 T-hangars

P. Lapointe
14-JUL-2020

Year	2020	2021	2022	2023	2024
Budget		FAA Budget \$150K	FAA Budget \$150K Total = \$300k	FAA Budget \$150K + 2024 \$150k Total = \$600k (pull ahead 2024) Bonds & Union County for the \$300k balance	FAA Budget = 0
Schedule	Master Plan & Layout proposal	Site and Building Planning	Land preparation- (Union County to support with downtime)	Summer Construction	

Tyler Bicknell:

I had our intern contact FulFab and Erect-a-tube and get pricing for the 2 different sizes of hangars and 4 rows (2 of each size) that are currently shown on the ALP. The Lengths shown on the ALP are 250' and 315' so dependent on if you use Std. or Full (with full you have a deeper footprint and are able to get more planes). So long story short on the small length with std. t-hangars you could get 7 - 42' wide door spaces or the longer length 9 spaces. With the Full nested T-hangars 11 spaces with the same 42' door and 15 spaces with the longer dimensions. Now with all these they come with different prices from what we were able to get from the manufactures the Std t-hangars for 7 units will be in the ball park of \$115k and \$150k for the larger size but that is material only. I would anticipate those numbers doubling for construction of the hangars. Then you'll have to put in the floor slabs that I would say would be about the same cost as the hangar materials. So for the STD nested t-hangars to just have the hangars on the airfield I'd anticipate somewhere between \$460k-\$600k. For the Full Nested T-hangars they were \$150k for the smaller dimension and \$200k for the longer hangars and the rates would be about the same to bring their totals to \$600k-\$800k. Those are rough numbers and do not include any of the taxi lanes that would be required or getting the utilities to the site those would all add on to the cost but will vary with the layout and what size planes are going to utilize the hangars.

From: johnpopic@gmail.com,

To: bruce@bruce@bruce@yahoo.com, kendeman@earthlink.net, plapointe@co.union.oh.us, bob@fordohio.com, shaun_bailey@hotmail.com, thrush1@aol.com, ZANGYOMOTORSPORTS@yahoo.com,

Cc: Tyler Bicknell@woolpert.com, Greg Shuttleworth@woolpert.com, skyvistaaviation@gmail.com,

Subject: UP/DATE: ODOT & various items;

Date: Fri, Jun 26, 2020 3:15 pm

Attachments: UCAA Jordan concrete Prosecutors letter.pdf (3719K), UCAA PAPI broken coupling.jpg (5673K), UCAA FAA Runway design standards matrix.jpg (1231K)

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 - Our Wind Tee needs service and Lighting repairs are needed on the Windsock and the Tee.

All the above issues primarily relate to our RW's 9/27.

3. **With regard to our proposed turf RW. THINGS DID NOT GO WELL.** We knew that the position of the turf east RW end markers were too close to the PAPI's , so Monday evening the end markers were relocated 250' west of the PAPIs so that they conformed to their position as shown on the APL. Unfortunately was not the main problem, the troubling issue was not length but rather the runway width and accompanying "runway

object free area" (ROFA, as measured from the RW centerline). We anticipated that the contour of the land to the southwest would be an issue but hoped that a "Modification of Standards" (MOS) could be granted. We were advised that a MOS could not be granted for items considered as safety, and that the ROFA on the north side of the proposed turf was not in conformance as well. The problem there is the drainage ditch between the hard surface and the proposed turf. We did press for suggestions as to how these issues might be addressed to remedy the ROFA issue. No surprises the options are, tile and fill in the ditch, or move and grade the area south of the proposed turf so that it would conform, although that may not be possible W/O the purchase or granting of an easement on some additional land on the SW side. It was suggested that, If we pursue certification of the turf, we might want to consider the feasibility of adding a "hold short box". and when the turf is finally laid out it was suggested that we have our engineers "mark" the turf ends with metal pins so that they can be accurately located..

4. There was discussion of ownership and control of our existing RPZ and noted that there were still portions of both the 9 & 27 RPZ's that we did not own or have easement over. We were reminded that these were high priority areas for FAA funding.

We should be receiving their report in a few weeks, it will also contain an update of our PCI's (pavement condition index, I don't think there will be any surprises there).

We also discussed the status of our 2020 projects, ODOT expected a definitive answer on those in the next week or so.

Sorry this is so long, but it took awhile to sort through and summarize what I think we heard.

2 Attached Images



[The text in this block is extremely faint and illegible, appearing as a series of light gray marks and shapes.]