

Union County Airport Authority
Notice of Change in November Meeting Date

The Union County Airport Authority will **not** meet on Nov. 10th as previously planned.

The November meeting has been rescheduled to Tuesday the 17th of November, at 4:00 PM at the Union County Airport.

Posted 11-5-20

UNION COUNTY AIRPORT AUTHORITY

MINUTES

NOVEMBER 17, 2020

The Union County Airport Authority held its regular monthly meeting on November 17, 2020. Due to the uptick in virus cases in our area this meeting was held virtually with Mr. Bricknell setting up the meeting. Notice was posted in various locations as well as on the website to announce the change in date and site. Members signing into the meeting were: Mr. John Popio, Mr. Phil LaPointe, Mr. Bruce Rausch, Mr. Ken Denman and Mr. Bob Chapman. Mr. Shaun Bailey was excused. Guests were Mr. Steve Wieringa of SkyVista and Mr. Tyler Bricknell of Woolpert. Mr. Paul Reeder joined the meeting as an interested guest. He is interested in a hangar at the airport and was interested to learn if the board had any plans to build additional hangar space. More on this subject was discussed later on in the meeting.

Mr. Ken Denman motioned to accept the October minutes as presented. Mr. Chapman second. Motion passed. Mr. Denman also motioned to accept the attached list of bills for payment. The Strawser bill will be held pending grant reimbursement. Mr. Rausch second, motion passed.

Mr. Popio reported that he conferred with Fulfab regarding the damaged hangar doors and they reported that it may be another month before repairs can be made. Mr. Popio recommended that the hangar rent for hangars 512 and 513 be waived until those doors can be repaired. Mr. Popio also recommended that those doors not be used if possible as they were only temporarily repaired and shouldn't be used any more than necessary. He also suggested that space be made in the single volume hangar for these aircraft until the doors are fixed. After a planning meeting (see attached) regarding the Master Plan Mr. Popio reported that the board may be able to use entitlement money to build another row of T Hangars. Our pavements are now in good shape and the board is in the process of addressing obstructions, so the FAA seemed agreeable to allowing for the new hangars. To that end, Mr. Denman motioned to restructure the Master plan to accommodate this which means number 11 (new hangars) on the present master plan would move up to number 1. Mr. Chapman second. Motion passed. Mr. Bricknell stated that these hangars could be ready for occupancy in 2022. Mr. Popio stated that it is still important to keep the runway extension in view and not to let it slide. It is an important item as are the Hangars. Something else that needs to be kept in mind is the RPZ off to the East that may need to be purchased at some future date. Mr. Popio also spoke with DP&L about the pole that is an obstruction and is waiting on a response.

Mr. Wieringa reported that the fuel monitoring system was damaged in the storm and cannot be repaired. Mr. Chapman reported that he had checked with two companies about replacing the system. He recommended that the board purchase the Veeder Root system. Mr. LaPointe suggested that some sort of surge protector be added so that this kind of damage could be avoided in the future and the board agreed that this would be a good idea. The board is also hoping that the vendor could stipulate that lightning caused this damage and therefore this could be included in the insurance claim for at least partial reimbursement. Mr. Chapman motioned to replace the monitoring system with the Veeder Root system for the approximate cost of \$15,000. Mr. Denman second. Motion passed. Mr. Wieringa will contact the vendor and get the proper paperwork to get started on this repair. Mr.

Wieringa also reported that new fuel hoses were ordered and are being installed. He also stated that he is still trying to contact Chris Marshal regarding his aircraft. He is approximately \$2,000 behind in rent. He was moved out of his hangar and the airplane is now parked on the ramp and incurring ramp fees. Mr. Popio and Mr. Wieringa will work together to get paperwork to the Prosecutor's office in order to get in contact with Mr. Marshall to resolve this issue. Mr. Wieringa is also ready to send out leases for 2021 and wanted to make sure everything remains the same as far as rent amounts etc. The board said everything will remain the same and go ahead and get the leases sent out.

Mr. Rausch reported that all is good with the snow removal contract and Mr. Blumenschein will contact Mr. Holden in the coming week to get things coordinated. Mr. Bailey has requested a special meeting to discuss future contracts with Skyvista and that will need to be set up soon. Due to his absence this will be done at a future time.

Due to the Covid-19 virus the board will not hold its regular end of year banquet. The regular meeting will be held December 8, 2020. More information will follow closer to that date as to whether the board will meet in person or virtual.

Mr. LaPointe motioned to adjourn the meeting at 5:26 pm. Mr. Denman second. Motion passed.

Respectfully Submitted

Linda K Thrush

November Bills 2020

Woolpert	\$	53,897.89	previously ok'd grant money rec'd
Marysville City	\$	70.32	
	\$	77.84	
	\$	44.22	
	\$	408.61	600.99
Custom Staffing	\$	338.88	16-Oct
	\$	338.88	30-Oct
	\$	338.88	13-Nov
Dayton Power & Light	\$	102.82	
	\$	213.65	
	\$	85.98	
	\$	245.94	648.39
Woolpert	\$	29,205.04	general services see attached
Fulfab	\$	2,130.00	
Spectrum	\$	49.99	
Skyvista	\$	2,629.72	
Columbia Gas	\$	157.85	
AWOS	\$	125.00	Nov
Silco	\$	529.50	
VaITech	\$	68.81	
Union County Prosecutor	\$	6,500.00	
Strawser Paving	\$	285,368.86	
Syntech	\$	2,500.00	

WOOLPERT PROGRESS REPORT

November 17, 2020

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

1. Taxiway A Rehabilitation and Lighting
 - Electrical work is being held up for delivery of lights from ADB.
 - Now anticipated to start early December. I've contacted Strawser for a firm date.
2. FAA Planning Meeting 11-12-2020
 - Discussed the ACIP
 - Runway EA (FY2021) should be pushed back
 - Jana and Alex felt that moving the T-Hangars up is possible and provided forms for a revenue generating project
3. ODOT awarded Runway 9 Obstruction Removal with FY21 Grant
4. No new news with Roy Currie (FAA) about the nighttime approaches.
 - Emailed him and no response
 - Alex Erskine is going to reach out to him and try to help move the process along
5. Master Plan update has continued.
 - Staff working on finalization of survey, in preparation for distribution to airport tenants.
 - Work is underway to identify all obstructions for evaluation of approach surfaces as part of ALP update.
 - Currently waiting on confirmation of surface confirmation from FAA
 - Provided draft aviation forecast to John Popio for review and comment.
 - John returned comments. Mar Arnold is addressing comments. Woolpert and Mar Arnold will schedule telecon with John to discuss responses to comments.
 - Begin development of runway data tables, in preparation for development of existing conditions sheet on ALP.

**UNION COUNTY AIRPORT (MRT)
FY 2021 Planning Meeting Agenda
NOVEMBER 12, 2020 @ 1:00 PM**

1. Introduction & Purpose of Meeting
2. Review 2020 Grant & Status Update – Carryover
3. List all open grants
 - a. #24-2019 – Update Airport Master Plan Study
 - b. #23-2017 – Land Acquisition (Parcel 5A – 6.665 acres – Triad Investment, Fee Simple); ALP Update (with AGIS Survey and Exhibit A)
4. Review ACIP dated 01/08/2019 and PCI Map 07/31/2015
5. Project Requirements for a FY 2021 AIP project

a. Proposed Available Entitlements

FY 2021 (Proposed)	\$150,000
FY 2020	\$150,000
FY 2019	\$16,819
FY 2018 (Expiring)	\$0
Total Available	\$316,819

b. Consultant Selection

- i. Status – 10/04/2018
- ii. Is project on the current solicitation
- iii. Record of Selection

1. Planning/Environmental projects will require a separate solicitation from a standard 5-year consultant selection

c. Pre-application & Final Application Documentation Requirements

- i. Independent Fee Estimate (IFE)

1. Required for all grants

- a. Detailed Required – Over \$100,000
- b. Simplified – Under \$100,000

ii. Collecting the Statement of Cost Reasonableness

iii. Use FAA SOP 6.0, Review and Approval of Airport Improvement Program (AIP) Grant Application

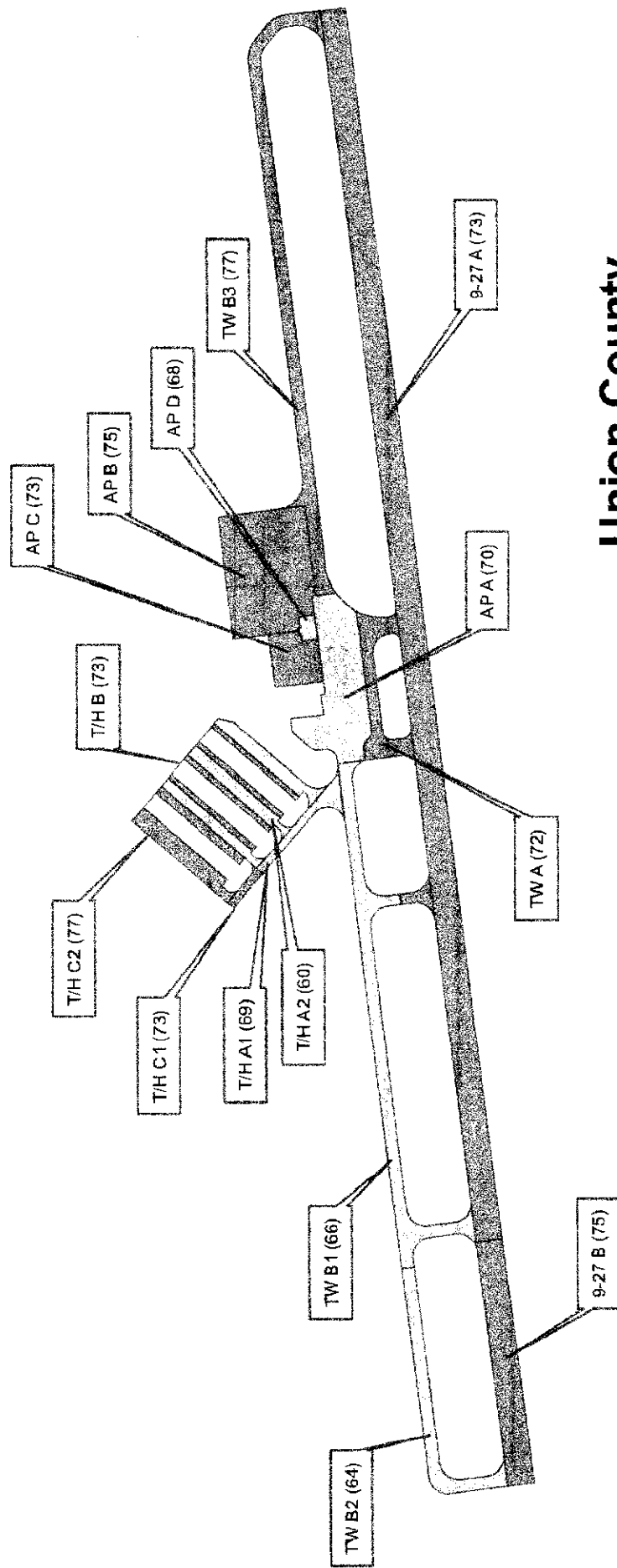
- d. ALP Status
- e. Financial Plan Requirements
- f. Environmental Review Requirements
- g. Plans & Specifications Review Requirement & Schedule for Review
- h. Proposed Project Description - _____

6. Additional Planning Information

- a. As-Built ALP Requirements
- b. Review of FAA 5010 (Obstructions, etc.)
- c. 2021 Schedule – Be ready EARLY! The intent is to keep pushing the AIP program to be started earlier in the year to get grants out earlier. A detailed schedule will be provided.

7. Next Steps

- a. Update and provide copy of the ACIP no later than 2 weeks after your planning meeting. Provide 1 copy to ODOT and 1 copy to your planner.
- b. Prepare and submit pre-application no later than **2 weeks after your planning meeting**.
- c. The program manager will review the pre-application and contact the airport if additional information is needed.



Union County Pavement Condition Index Inspection 7/31/2015

