

Due to COVID 19

THE UNION COUNTY AIRPORT AUTHORITY

Will be meeting via tele conference at 4:00 PM on
Tuesday Dec. 8th

Persons interest in attending the tele conference should
request sign in credentials from

Tyler Bicknell, P.E., Woolpert Engineering

Tyler.Bicknell@woolpert.com

UNION COUNTY AIRPORT AUTHORITY
MINUTES
DECEMBER 8, 2020

The Union County Airport Authority held its regular monthly meeting virtually on Tuesday, December 8, 2020. A virtual meeting was held again due to the Corona virus and strong recommendations from the state that no gatherings take place unless absolutely necessary and only then if social distancing and face masks are observed. Those in attendance were Mr. John Popio, Mr. Philip LaPointe, Mr. Bruce Rausch, Mr. Shaun Bailey, and Mr. Ken Denman. Mr. Bob Chapman was excused. Guests present were Mr. Tyler Bricknell from Woolpert and who also set up this meeting, Mr. Steve Wieringa from Skyvista and Mr. Dave Wall from Woolpert.

Mr. LaPointe motioned to accept the November minutes as presented. Mr. Rausch second. Motion passed. Mr. Denman motioned to accept the attached list of bills for payment. Mr. LaPointe second. Motion passed. Copies of the bill list and the monthly reports were distributed before the meeting via email for members to review.

Mr. Popio presented the board's "to do list" to remind the board of what is going on so that nothing gets overlooked. The board went over this list from top to bottom and discussed all issues. A copy of this list is attached. Mr. Popio added that in doing research for the ALP he discovered that approximately 12 aircraft based at the airport use the grass runway and about that same number of planes not based at the airport use it as well. He also noted that on behalf of the airport, the commissioners own about 100 acres of which approximately 80% are tillable. The board does keep this acreage mowed but discussed if it would be wise to cash rent it for farming purposes. Discussion followed with questions that if this was farmed for cash money would the land then have to be taxed. The board decided it best be left as is.

Mr. Bailey met with the lawyer regarding the Skyvista contract and would like to set up a virtual meeting to discuss any issues with this contract so it can be signed for the upcoming year. It was decided that the board will meet on its regular meeting date of January 12th at 1:00 pm to discuss the contract and any issues that need to be addressed. The regular meeting will then begin at 4:00 pm as usual. Mr. Bailey also talked with someone about replacing the knee wall damaged in the storm. He has some other projects ahead of this but will try to get it done in the near future. Mr. Popio stated that the insurance claim will most likely be closed out with estimates for work not yet completed. If the estimates are too low the board will have the opportunity to submit an additional claim for more funds. That is the hope anyway.

It seems that the Commissioners and the Balloon Rally Coordinator Mr. Berhens have signed the contract for the 2021 Balloon Fest. The board had asked that the reimbursement for Skyvista be raised from \$2000 to \$5000 but this did not get put in the contract. At first, Mr. Gray, Union County Prosecutor had said the board and Skyvista didn't need to sign the contract but then changed to reflect that the Commissioners wanted all parties to sign. The board asked that Skyvista review the contract and if they can live with it this year to sign and the board will sign also. If Skyvista doesn't want to sign the board would they not sign either.

Mr. Lapointe is still working on updating the plaque in the lobby. Mr. Popio also stated that the board should meet with the commissioners after the first of the year and the new commissioners have taken office to discuss the airport manager position. The board wants to get the commissioners to commit to helping fund this position, otherwise it may not be feasible. It will be a long time commitment of funds and it is uncertain if the airport could take this responsibility and still fund the other projects pending for the future.

Skyvista reported that the monitoring system has been ordered and is waiting on installation. Mr. Popio advised that Fulfab will be back to work on the damaged hangar doors and Skyvista will be alerted when they will be coming out.

Mr. Rausch has talked with Mr. Blumenschein regarding the procedures to be followed regarding snow removal and de-icing at the airport. The board asked that the parking lot and entrance to the airport get better attention as with the last snow it was very icy and dangerous for patrons entering the airport office.

Mr. Lapointe motioned to adjourn the meeting at 5:50 pm. Mr. Popio second. Motion passed. The next meeting will also be virtual beginning with a closed meeting at 1:00 to discuss Skyvista's contract and the regular meeting beginning at 4:00 pm.

Respectfully Submitted

Linda K Thrush
Secretary

December 2020 Bills

G&H Lock	\$ 3,228.00	
Eubanks Electric	\$ 1,260.00	
Syntech	\$ 1,723.00	
Marysville City	\$ 44.22	
	\$ 77.84	
	\$ 70.32	
	\$ 408.61	\$ 600.99
DP&L	\$ 308.54	
	\$ 234.06	
	\$ 124.30	
	\$ 96.57	
Custom Staffing	\$ 338.88	11/27
	\$ 338.88	11-Dec
	\$ 338.88	12/25
AWOS	\$ 125.00	
Val Tech	\$ 68.88	
Spectrum	\$ 49.99	
Columbia Gas	\$ 157.85	
Larson Company	\$ 12,938.00	
Fulfab	\$ 10,100.00	
Rausch	\$ 1,626.55	
Skyvista	\$ 3,725.39	1951.89 of which is to Purvis for fuel hose etc

WOOLPERT PROGRESS REPORT

December 8th, 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.
 - Strawser is going to have surveyors on site late this week and anticipate beginning mobilization this week and beginning work on the 14th.
 - First pay application submitted to ODOT for reimbursement.
2. ACIP Draft
 - Attached is a draft of the ACIP for review prior to filling out all pre-application forms and submittal to ODOT and FAA.
3. ODOT awarded Runway 9 Obstruction Removal with FY21 Grant
 - Working with John on making the funding available from ODOT.
4. No new news with Roy Currie (FAA) about the nighttime approaches.
 - Emailed him and no response
 - Alex Erskine sent an email that "it is still working its way through the process and has not been denied"
5. Master Plan update has continued.
 - Staff prepared 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
 - Woolpert and Mar Arnold held telecon with John and Phillip to discuss responses to comments on draft forecast chapter. Mar Arnold preparing revisions.
 - Continuing development of runway data tables, in preparation for development of existing conditions sheet on ALP.
 - CAD staff working on existing conditions for ALP sheets

Linda Thrush

From: Linda Thrush <thrush1@aol.com>
Sent: Sunday, December 6, 2020 12:11 PM
To: Linda Thrush
Subject: Fw: Hangar rent and tie down fee collection action. Mooney M20J , N201P, Christopher Marshall
Attachments: UCAA Demand Letter Christopher Marshall.docx; C. Marshall (1).pages

Sent from the all new Aol app for iOS

On Sunday, December 6, 2020, 11:57 AM, John Pappia (johnpappia@gmail.com) wrote:

Attached are copies of the prior correspondence that Sky Vista has had with this tenant and a copy of the demand letter that I plan to send to Mr Marshall.

The short story at least as I understand it, is that this AC came to Union County for repair work sometime in 2019. The owner was advised of the needed repairs and did not authorize the additional work, The aircraft was placed in hangar storage pending a decision by the owner concerning his intent. I have been told that Sky Vista had billed for the shop work that they performed, and that there is no outstanding amount due them. However the AC has remained in our single volume hangar since Dec. 2019 and after multiple attempts to collect hangar rents by Sky Vista (on our behalf,) the aircraft has been moved from the hangar and securely placed on our ramp.

The rents due the Authority are \$1940.00. The aircraft value is difficult to assess but is clearly well in excess of the amount due the Authority.. We have experienced similar situations in the past where the owner has seemed to abandon their aircraft.and it is important that prompt action be taken to resolve them.

Many years ago Dave represented us on an abandoned twin engined Beech 18 aircraft that the county auctioned off. to recover costs. Milissa also did some great work on our behalf when we had a few tee hangar tenants who had fallen considerably behind on their lease payments.

My letter demands payment by 12-31-20. I doubt that I will get a response. Will be looking to the prosecutors office for assistance in this collection effort.

Linda Thrush

From: John Popio <johnpopio@gmail.com>
Sent: Tuesday, December 1, 2020 12:10 PM
To: Jeffrey Bishop
Cc: Bob Chapman; Steven J. Wieringa; Dave Holden; Linda Thrush
Subject: Re: Revised proposal
Attachments: UCAA Larson signed pg1.jpg; UCAA Oscar Larson Signed pg2.jpg; UCAA oscar Larson signed pg3.jpg; UCAA Oscar Larson signed page4.jpg; UCAA Tax Exemption Signed CCI02252019.pdf

Find attached the signed proposal and the maint. agreement. Find Also, a copy of our Ohio Sales Tax Exemption certificate. I believe that we already have your IRS W-9?

Please advise Sky Vista a few days in advance of your installation so that they might plan accordingly.

On Mon, Nov 30, 2020 at 9:56 AM Jeffrey Bishop <jbishop@larsonco.com> wrote:
John, please see the attached revised proposal as per our conversation.

Thanks,

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Jeff Bishop
Sales/Project Manager/Branch Sales Manager
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