

**Union County Airport Authority
Union County Airport
760 Clymer Road
Marysville, Ohio 43040**



MEETING MINUTES

August 8, 2023

The Union County Airport Authority held its regular monthly meeting on Tuesday, August 8, 2023. The meeting was held at the Union County Airport, 760 Clymer Road, Marysville, Ohio and was called to order at 4:00 pm by President Philip LaPointe. Board members present were Mr. Steve Koenig, Mr. Ken Denman, Mr. John Popio, Mr. Bob Chapman, Mr. Shaun Bailey, and Mr. Bruce Rausch. Guests present were Mr. Greg Shuttleworth of Woolpert, Mr. Dave Holden (by phone) of SkyVista, and Mr. Dave Lawrence from Union County Commissioners.

Mr. Bailey motioned to accept the June minutes as presented. Mr. Koenig second. Motion passed. Mr. Bailey motioned to accept the \$5,529.14 funds needed for the August bills to date. Mr. Rausch second. Motion passed.

On August 16th at 4PM, Mr. Koenig, Mr. Popio, and Mr. LaPointe will be meeting with Woolpert to discuss how to improve past projects and best practices going forward. If anyone on the board would like to add any improvements, email Philip. Mr. LaPointe also said they will be looking to increase the hangar rental fees.

Mr. Holden with SkyVista reported that Division 7 will be in on August 9 to fix roof leaks on FBO. The Jet signed the agreement to rent out the hangar for one year. Mr. Holden said that the floor needs cleaned from the broom. Mr. Koenig will be drafting up letters to give to both tenants about possibly terminating their leases if no progress is made. The board discussed payment of overtime to SkyVista for working the AOBF not to exceed \$1,700. Mr. Koenig motioned to accept. Mr. Bailey second. Motion passed.

The following committee reports were given: Mr. Bailey received an updated contract with SkyVista from the lawyer, but there has not been an unanimous decision from the board to accept. Mr. Bailey is going to email Philip and the board the contract and a subcommittee will be formed. The meeting will take place before the September Board Meeting so the contract can be voted on. Mr. Rausch gave an update on mowing and that extra is being done for the AOBF. That needs to be billed to the county in the future. Mr. Rausch met with Soil & Water Conservation regarding the Bishop Run ponds. Soil is going into the ponds and the EPA may need to get involved. Jeff Stauch, Union County Engineer, knew nothing about the issues with the ponds. Mr. Koenig will be added additional information to the letter that will be sent to the City of Marysville and an additional concern about the health of the water shed was discussed. Mr. Koenig said the liability and contract for the AOBF are in place and will be followed. Mr. Koenig reported that the July 22 Fly in sponsored by the EAA was another success. The food vendor made over \$1,000 in sales, extra gas sales were made, and over 100 people attended. There were around 30-40 planes at the event. Mr. Koenig hosted WoW on August 3 where approximately 20 kids learned about airplanes, made paper airplanes, and some were able to get inside an airplane. Mr. Koenig also reported that T-Hangar/SAMs, Federal Grant Management System, is up and running and will update with grant information.

Mr. Shuttleworth reported from Woolpert (see attached). Woolpert is appreciative of being selected as the consultant and have finally received comments back from FAA on the Master Plan.

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Woolpert contacted several local businesses to seal and stripe at the airport. Only one had given quotes back for both. After discussion, Mr. Popio motioned to accept the lowest bidder and not exceed \$1,000 upcharge for glass beads in the paint for taxiway. Sealing is contingent on no additional repairs are needed. Mr. Chapman second. Motion passed.

In new business, Mr. LaPointe mentioned a need for a full-time or part-time airport manager to help attend county and city meetings, make a forecast, etc. A job description will be needed for the position. Mr. Shuttleworth mentioned that Greene County Airport has an airport manager and should contact them for more information. Much discussion was had.

Mr. Rausch motioned to adjourn the meeting at 5:49pm. Mr. Bailey second. Motion passed. The next meeting will be held on Tuesday, September 12, 2023, at the Union County Airport beginning at 4:00 pm.

Respectfully submitted by

Carrie E. Godfrey

Secretary