

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



MEETING MINUTES  
September 12, 2023

The Union County Airport Authority held its regular monthly meeting on Tuesday, September 12, 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. Bob Chapman, Mr. Shaun Bailey, and Mr. Bruce Rausch. Guests present were Mr. David Gotschall of Woolpert, Mr. Dave Holden of SkyVista, and Mr. Dave Lawrence from Union County Commissioners.

Mr. Koenig motioned to accept the August minutes as presented. Mr. Chapman second. Motion passed. Mr. Bailey motioned to accept the \$20,597.32 funds needed for the September bills to date. Mr. Rausch second. Motion passed.

Mr. LaPointe said the Master Professional Service (MSA) with Woolpert was signed and is effective from October 5, 2023 to October 5, 2028. Two grants were approved. One was a FAA AIP grant for the 15 Unit Hangar design and one was an ODOT grant for the turf runway. The annual FAA annual meeting is November 2 from 2:30-3:30pm via Teams and Mr. LaPointe, Mr. Koenig, and Woolpert will attend. Minutes were sent out for the meeting that took place on August 16<sup>th</sup> with Woolpert to go over how to improve past projects and best practices moving forward. Mr. LaPointe visited the Newark Terminal and provided pictures of the terminal. The terminal cost approximately \$2.1 million. He is also going to go look at the Darke County and Wapakoneta Terminals as well. The board was notified by the FAA of crane/construction from September 9 to October 3 for a project near Walmart. Mr. LaPointe requested that there are written contracts for all airport land use for 2024 and Mr. Rausch will be the lead on this. Mr. LaPointe discussed the AES easement for the 15 unit hangar and the electric will be run underground. Discussion occurred. Mr. LaPointe reported that the 2024 budget is being worked on and will be sending the county maintenance requests. Mr. LaPointe brought up the Bishop Run-West Basin status and there is still no word on how the city is going to make it a dry basin. The city did say it will be a catch basin during construction, which is supposed to go through summer 2024. Discussion occurred on how they are going to drain it. Soil and Water recommended contacting the EPA because they are worried about dirt filling up the pond and getting sued. Mr. LaPointe said the Weaver Mills development was denied by city council.

Mr. Holden with SkyVista reported that the sweeper has dropped dirt on the floor and got quote for \$1,330 to clean the entire floor. Mr. Bailey motioned to pay for the floor to be cleaned. Mr. Denman second. Motion passed.

The following committee reports were given: Mr. Gotschall of Woolpert reported that the sealing and striping by J&M Asphalt is completed, but the airport will receive an additional bill above the previous quote since extra work was completed. Mr. Bailey has sent the contract with SkyVista to the lawyer and it is in review. Mr. Koenig reported that the last EAA event will take place on September 16<sup>th</sup>. The event on October 8 will have approximately 40-45 airplanes on site with around 400-500 expected to attend. A German food truck was also secured for the event. Mr. Koenig said that the FAA workshop that occurred on August 22 was very beneficial and encouraged others to attend future workshops. Mr.

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



Koenig provided an extensive list with pictures of violations of the contract for the All Ohio Balloon Festival. The violations were sent to the organizer of the AOBF. Mr. Koenig also shared a clip from the news where the airport made it on TV.

Mr. Gotschall reported from Woolpert (see attached). Mr. Gotschall presented on the new 15 Hangar grant, which will have the project code of THR29. The cost for Woolpert to design the hangars is \$34, 632.50. Mr. Denman motioned to pay the cost to design the hangars. Mr. Bailey second. Motion passed. Hoping to be done with the new hangars in fiscal year 2024.

In new business, Mr. LaPointe reminded board members that the December meeting will be off site. Mr. Koenig recommended that the board pay up to \$20/month for Mrs. Godfrey to have a hotspot to be able to do airport related work at school. Mr. Koenig motioned to pay for the hotspot. Mr. Rausch second. Motion passed.

Mr. Koenig motioned to adjourn the meeting at 5:22pm. Mr. Chapman second. Motion passed. The next meeting will be held on Tuesday, October 10, 2023, at the Union County Airport beginning at 4:00 pm.

Respectfully submitted by

Carrie E. Godfrey

Secretary