

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



**MEETING MINUTES**

July 11, 2023

The Union County Airport Authority held its regular monthly meeting on Tuesday, July 11, 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, and Mr. Bruce Rausch. Guests present were Mr. David Gotschall of Woolpert and Mr. Steve Wieringa and Mr. Dave Holden of SkyVista.

Mr. Koenig motioned to accept the June minutes as presented. Mr. Chapman second. Motion passed. Mr. Koenig motioned to accept the \$36,828.16 funds needed for the July bills to date. Mr. Denman second. Motion passed.

Mr. LaPointe had a verbal discussion with the auditor and the Airport Authority needs to get policies in place for uniform guidance. Talk with Woolpert to see what their policies are and then make them for the airport. There are four invoices from Woolpert from FY2022 that are unpaid. ODOT closed out grants and airport received the money. (See Woolpert report)

Mr. Wieringa from SkyVista reported that Division 7 Roofing gave three quotes: one for \$97,700 to fix the ridge caps on T-Hangars, one for \$123, 335 to seal off main building from birds, and one for \$2,961 to fix roof with holes, tears, etc. Discussion occurred within the board and Mr. Koenig motioned to pay the \$2,961 and give an additional \$1,000, if needed, since the estimate was over 30 days old. Mr. Rausch second. Motion passed. Mr. Koenig mentioned the airport needs to put together a maintenance budget since the buildings are the county's and send to the county for them to pay.

Mr. Holden reported that he and Mr. Koenig met with ODOT and need to get fill dirt around the lights. Discussion occurred and will ask Rausch Enterprises to complete the task. A customer has a Citation 1 or 2 and wants to store for 1 year and wants an agreement by August 1, 2023. Discussion occurred and the board agreed to rent the hangar and move the snow brush. May ask county engineer about moving to one of their buildings for the off season. It was also discussed to build a lean to off of one of the buildings. Mr. Holden also reported that 2 T-Hangars were occupied by tenants that either have an unflyable plane or a plane that has taken several years to build. Mr. Popio said to check with EAA about the policy with building an airplane. Discussion occurred to kick out to the two tenants and give the T-Hangars to two others on the waitlist.

The following committee reports were given: Mr. Koenig said everything is on schedule for the AOBF. Mr. Koenig reported on the Triple P BBQ/Young Eagles event on June 24. Three aircrafts participated with 32 kids flying. Triple P BBQ said it was a little slow, but will be back for July 22 event. The July 22 Young Eagles event will not have the National Guard helicopters or vehicles and there will be two port a johns. Building the new T-Hangars is waiting on the FAA grants. SAMs is back up and running and need to talk to Alex about where the grant is at. Mr. Rausch said the grass is growing on the turf runway.

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Mr. Gotschall reported from Woolpert (see attached).

Mr. LaPointe discussed what to do with the ponds across the street. Need to draft a letter to the City Engineer office to figure out what they are going to do to fix them because they are not holding up their end. Mr. Koenig is going to draft up a letter and the board will provide their input. Discussion was held about striping for T-Hangars and crack sealing. Mr. Rausch will ask Rausch Enterprises what it will cost to spray for weeds around the T-Hangars.

Mr. LaPointe showed the results on the Engineering Consultant selection and evaluation. Mr. Koenig, Mr. Rausch, Mr. Popio, Mr. LaPointe, and Mr. Denman all gave their rankings on BS&F and Woolpert. Discussion was held and Mr. Rausch motioned to keep Woolpert as the Engineering Consultant. Mr. Denman second. Motion passed. The board requests to have a meeting with Woolpert to discuss the expectations going forward such as: quality checks/surveys, performance review, and a timeline for each grant.

Mr. Chapman motioned to adjourn the meeting at 5:49pm. Mr. Popio second. Motion passed. The next meeting will be held on Tuesday, August 8, 2023, at the Union County Airport beginning at 4:00 pm.

Respectfully submitted by

Carrie E. Godfrey

Secretary