

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



MEETING MINUTES

October 10, 2023

The Union County Airport Authority held its regular monthly meeting on Tuesday, October 10, 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. John Popio on the phone. Guests present were Mr. David Gotschall of Woolpert, Mr. Dave Wall of Woolpert, Mr. Dave Holden of SkyVista, and Jim Mittchel former board member and Union County Commissioner.

Mr. Koenig motioned to accept the August minutes as presented. Mr. Chapman second. Motion passed. Mr. Koenig motioned to accept the \$18,958.92 funds needed for the October bills to date. Mr. Bailey second. Motion passed. The 2024 budget was presented to the board, but still needs to be finalized.

Mr. LaPointe presented the FAA T-Hangar design grant acceptance resolution. It was motioned to apply for and accept ODOT matching grant that corresponds with grant 029-2023 for \$5,012. Mr. Bailey motioned to accept. Mr. Chapman second. Motion passed. Mr. LaPointe showed renderings of the Darke County terminal, said Mr. Koenig, Woolpert, and himself will be attending the FAA annual meeting on November 2 from 2:30-3:30 via Teams, and announced that the December board meeting will be on December 12 at Vittorias at 6pm. Mr. LaPointe went over the job description for the new Airport Director position. A discussion occurred. Mr. Denman motioned to approve to add the position. Mr. Chapman second. Motion passed.

Mr. Holden with SkyVista reported that there are 30 people on the waitlist for T-Hangars and everyone is paid up to date. Mr. Holden reported that the concrete floor where the brush was sitting was bad and may need to be fixed and a cable in one of the T-Hangars will need to be replaced. Mr. Holden contacted Silco and they are going to repair the gate to T-Hangar access. Two letters were sent to a tenant by Mr. Koenig to notify that they have 30 days to make the plane air worthy in order to keep their T-Hangar.

The following committee reports were given: Mr. Popio reported that J&M completed the parking lot sealing and striping and Hangar taxiway marking. Mr. Popio also mentioned that with the Coleman's Crossing Construction that it looks like the trees were taken down and asked if the ALP needs to be updated. Mr. Wall of Woolpert is looking into it. Mr. Bailey gave an update on the FBO formal contract and said he met with Schulze, Will, & Cox and they said the Golden Rule principal applies and to accept the 5-5-5 terms. Mr. Bailey also added that either party can opt out of the contract. Mr. Rausch is working on making a working contract for farming next year. Mr. Rausch also needs to inform Garrison Cook where not to plant next year since the Turf Runway will be installed. Mr. Koenig reported that the EAA and CAF flew approximately 190 kids total in 2023. The October 8 fly in was a great success with approximately 100-125 people in attendance and 15-20 planes. The German food vendor was very pleased and is also bookmarked for next year. Mr. Koenig mentioned that 2024 Hangar rates will increase by approximately 5%. Mr. Koenig is working on the 2024 AOBF Contract. Big items to change and enforce are the AOBF will pay for water and electric used so it is a no cost event for the airport and aviation

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



related organizations will be able to set up early without being charged. Mr. Koenig will send out the updated contract to board members via email once it is complete. The LP/V RWY 9 request there are no updates or contacts. Mr. Koenig also reported that the airport is running without a FCC license for AWOS and he is going to update the license.

Mr. Gotschall reported from Woolpert (see attached). Two grants (AIR21 and ASR22) are moved to close out. Mr. Wall of Woolpert gave an update on the Master Plan. Mr. Wall provided various options for Taxiway E, which are attached. The relocation of Taxiway E can possibly be paid for, but the painting cannot. There was discussion about relocating Taxiway E. They reported that the turf runway planning and survey is underway, but an archaeological survey may have to be completed since there appears to be undisturbed dirt where the runway will go. The survey costs around \$11,000 and ODOT will not cover that survey, but FAA may. For the 15-unit T-Hangar project and the AES easement that corresponds to that, they need a signature from Mr. Lawrence of Union County Commissioners.

Mr. Koenig motioned to adjourn the meeting at 5:32pm. Mr. Bailey second. Motion passed. The next meeting will be held on Tuesday, November 14, 2023, at the Union County Airport beginning at 4:00 pm.

Respectfully submitted by

Carrie E. Godfrey

Secretary