

Put- in-Bay Township Port Authority
Regular Board Meeting – May 16, 2015

Meeting called to order at 10:06Am ~ Middle Bass Town Hall

Roll Call: Patrick Myers, Sharon Gray, Eric Engel, Rick Ziebarth, Karl Schmidlin, Rosann Keiser

Review minutes from April, 2015 meeting.

Motion to Approve: Sharon Gray

Second: Karl Schmidlin

Motion passed with no objection.

Correspondence:

A letter was read from the Middle Bass Girl Scout group asking for a donation of dirt for their new butterfly garden. The board approved and Karl will deliver the dirt that they need for their garden.

Karl Steuk reported that the airport collected \$170 in April/May according to the guest pilot register.

Public Participation:

Pilot Association:

Vouchers and payroll for April 2015 to be approved:

Motion to pay the bills: Eric Engel

Second: Rick Ziebarth

Motion passed with no objection.

Motion to pay payroll: Eric Engel

Second: Sharon Gray

Motion passed with no objection.

Roll Call: Mr. Schmidlin yes, Mr. Myers yes, Ms. Gray yes, Mr. Engel yes, Mr. Ziebarth yes.

Financial Reports:

- a. Revenues & Disbursements were reviewed.
- b. Past Due Accounts
- c. Approve Rick Ziebarth to sign checks

Motion to Approve Rick Ziebarth for signing checks: Sharon Gray

Second: Patrick Myers

Motion passed with no objections.

Roll call: Mr. Myers yes, Ms. Gray yes, Mr. Engel yes, Mr. Schmidlin yes, Mr. Ziebarth yes.

Marine & Harbor:

The State Buoy Program is not paying for the buoys anymore and 3 new buoys are needed in the channel near the Miller Boat line downtown docks. The Port Authority is responsible for these buoys. The PIB Township has the ground tackle for the buoys and the police boat has no restrictions on its use anymore so it can be used to install the ground tackle and buoys. The port Authority will check on pricing and get 2 red and 1 green buoy ordered.

Airports:

Road Race Proposal is in the review process. Brian requested we submit the FAA 7460-1 form. Ms. Stephanie Swann from the FAA called the office, informing the Port Authority that the Road Race Proposal is on the top of the priority list and everything in the proposal looks very good. It will be close to the Road Race date that we get the final approval. Ms. Swann also suggested that the Port Authority submit the Road Race Proposal for 2016 as soon as we get the updated FAA requests and the 2015 approval.

The Port Authority wants to plan a meeting in June with the Road Race organizers, to review all the FAA final requirements and plan the event.

Snow plow equipment acquisition for Middle Bass Airport specifications were submitted to FAA April 27, 2015. FAA allowed a change to a class 5 dump truck that will be more appropriate for Middle Bass. A revised draft of the bid spec is being worked on for final FAA approval to bid.

Motion to Approve Middle Bass Snow Plow Equipment

Grant Application: Karl Schmidlin

Second: Sharon Gray

Motion passed with no objections.

Roll Call: Mr. Myers yes, Ms. Gray yes, Mr. Engel yes, Mr. Ziebarth yes, Mr. Schmidlin yes.

A Wildlife program for Middle Bass can be put in the Snow Plow Grant. Discussion on whether a better price on the Wildlife program if all 3 airports were done at the same time. When is the Wildlife Program on the ACIP? This motion will be contingent on phone call to Arron Aljets, engineer asking if it is cheaper to do all 3 airports at the same time.

Motion to Approve Middle Bass Wildlife Program Grant: Karl Schmidlin

Second: Eric Engel

Motion passed with no objections.

Roll Call: Mr. Myers yes, Ms. Gray yes, Mr. Engel yes, Mr. Ziebarth yes, Mr. Schmidlin yes.

The Engineer Aaron Aljets and Rosann Keiser inspected North Bass and Middle Bass runways for winter damage.

- North Bass - weathered the winter very well and is in ok shape.
- Middle Bass – some of the crack seal has opened up, cracks are wider and you can see down to the sub stone. New cracks have formed and in some spots small broken pieces of asphalt have occurred. It will need crack seal this summer.

The Board decided to defer the 2015 entitlement funds to 2016 for Put-in-Bay and North Bass Airports. A letter will need to be signed and sent to the FAA regarding the entitlement funds.

Motion to defer entitlement funds from 2015 into 2016 for PIB and NB:

Eric Engel

Second: Sharon Gray

Motion passed with no objection.

Roll Call: Mr. Myers yes, Ms. Gray yes, Mr. Engel yes, Mr. Ziebarth yes, Mr. Schmidlin yes.

Old Business:

The PayPal account is now set up and available for guest pilots.

Ferrellgas removed the old propane tank Wednesday May 13. The guard rail around the tank was also pulled and will be installed around the OEMyer propane tank. The Township will be asked if they can install the guard rail. The guard rail on the south side of the old tank can also be pulled out.

New Business:

Eric Engel asked about the possibility of being able to purchase a truck for the PIB Fire Dept. to hold the foam tank they purchased for aircraft fires. The Port Authority will have to wait until 2016, due to the FAA deadline for projects was May 1, 2015. The Fire Dept. will pay the grant match.

The brush needs to be cut down around the windsock at the east end of the Middle Bass runway. So a call to the township asking them if they could take the brush hog over to Middle Bass to clear the area around the wind sock.

The Middle Bass Fire Dept. has a need for an overhead door to replace the existing aircraft door. The aircraft door operates too slowly. Replacement with an overhead door will result in the ability to respond more quickly to emergencies.

Dale Burris will need to bill the Port Authority for mowing the North Bass Airport. He will charge \$600 per month for three months.

Motion to pay Dale Burris for NB Airport Mowing \$600 per month for three months: Eric Engel

Second: Sharon Gray

Motion passed with no objection.

Next Meeting Monday June 8, 5:30pm Put-in-Bay Township Building

Motion to adjourn: Sharon Gray
Second: Karl Schmidlin
Motion passed with no objection.

Meeting adjourned at 10:43am

Approved by: _____ Date: _____

Second: _____ Date: _____