

Put-in-Bay Township Port Authority
Regular Board Meeting – March 21, 2015

Meeting called to order at 2:30pm ~ Put-in-Bay Township Building

Roll Call: Patrick Myers, Eric Engel, Karl Schmidlin, Rosann Keiser

Review minutes from December 15, 2014 meeting.

Motion to Approve: Karl Schmidlin

Second: Patrick Myers

Motion passed with no objection.

Correspondence:

A letter from Joey Wolf, Fiscal Officer at the Township informing the Port Authority that the Trustees had 3 plaques made for the past 3 retired board members. They would like to hang them in the airport terminal. The Board members agreed to have the plaques hung in the terminal.

Karl Steuk sent the board a letter advising them he will be coming back to Middle Bass in April and will resume his duties at the MB Airport.

Public Participation:

Lisa Brohl talked about the proposed brochure for the kayak shoreline access points. The brochure included South Bass, Middle Bass, North Bass Islands and Kelleys Island. There will be public meetings May 5 and 7 at Kelleys Island and Marblehead to discuss the kayak sites. The locations of the meetings have not been determined as of this time. There is a need for a stop point on the southeast side of Put-in-Bay, so the Port Authority was asked to consider an area near the airport as a stop point. The brush will need to be cleared to the lake, so the board will look into a location near the airport that would possibly be a viable spot. Lisa Brohl informed the Board that an Eagle Scout would like to build, as a project, a boardwalk to view the eagles nest on Middle Bass Island. If there is any fill left over from the post holes for the boardwalk, can that dirt be dumped on the dirt pile at the airport? The Board approved. The Board was also asked if the public could park in the airport parking lot, so they could easily walk to the boardwalk to view the eagles nest. In the past years the public has been parking along the road causing safety problems. The Board agreed to let the public use the airport parking lot, with the understanding that there be no overnight parking.

Matthew Ray asked if he could use the 50' access easement to bring equipment to the back of his property to do a construction project in his back yard. The Board required that the ground be dried out, so to lessen damage to the easement. If any damage or ruts occur, Mr. Ray will be responsible to repair the easement back to the original condition, at his expense. Mr. Ray also asked the Board if he could pour a concrete pad behind his house on airport property, to park and tie down his plane. The Port Authority will ask our engineer if this is possible and what the regulations are.

Pilot Association:

The Pilots Association would like to be informed in advance when the runway stripping project will start/finish this spring.

A reminder that guest pilots/bicycles are not allowed crossing over the runway or taxiways. The local pilots and property owners are asked to help the Port Authority police the airport grounds.

Vouchers and payroll for February 2015 to be approved:

Motion to pay the bills: Eric Engel

Second: Karl Schmidlin

Motion passed with no objection.

Motion to pay payroll: Karl Schmidlin

Second: Eric Engel

Motion passed with no objection.

Financial Reports:

- a. Revenues & Disbursements were reviewed.
- b. Past Due Accounts: One past due account was paid. The Bryant account could not put a lien on plane because the plane had been sold.

Motion to make a \$5000 payment to the toward Township debt by May 1, 2015:

Eric Engel

Second: Karl Schmidlin

Motion passed with no objection.

Roll Call: Mr. Schmidlin yes, Mr. Engel yes, Mr. Myers yes.

A letter will be sent to the Township Fiscal Officer advising of the payment. The Port Authority will request a confirmation of the payment from the Township and an update of the balance due.

The Pay App #2 Middle Bass Obstruction Removal payment was deposited \$42,074.82 Feb. 4, 2015.

The attorney billed the Port Authority for the new hangar lease and all we needed was an addition to the lease for a 135 carrier. The bill was \$2301.00. Rosann will call to get the bill reduced. The Board will look for a local attorney to work with the Port Authority.

Marine & Harbor:

The Board will amend the 4 year mooring buoy contract with new terms.

Motion to pay 28% of contract for Mooring Buoys, plus half of proceeds over \$40,000: Karl Schmidlin

Motion Passed with no objection.

Second: Eric Engel

Roll Call: Mr. Schmidlin yes, Mr. Engel yes, Mr. Myers yes

The Boardwalk will provide the Port Authority with a daily chart of boating traffic on the mooring buoys.

Airports:

The Road Race Proposal was submitted to the FAA Feb. 27, 2015. The FAA will most likely Come back with a no, but will have questions to be answered.

The deadline to notify the FAA on intent to use our entitlements is coming up on May , 2015. Our engineer will be working on that.

The Middle Bass Airport is eligible for new snow plow equipment. The FAA has changed the requirements for the size of the truck to a class 6 with a weight of 19,501 to 26,000 lbs. with no equipment on the vehicle. The Port Authority will need to prove to the FAA that the class 6 is too heavy for our runways.

Paratus Helicopter paid \$736 for the 2014 season. Steve agreed to pay the airport usage fee of \$800 and \$4.50 per landing for 2015. The helicopter will operate July 1 through Historical weekend 2015. Steve asked about mobile storage of fuel for the refueling helicopter.

RS&H needs to bill the remaining 5% of the PIB contract in order to pay for sub work done on North Bass Island.

Motion to approve to pay RS&H remaining 5% bill of work order: Eric Engel

Second: Karl Schmidlin

Motion passed with no objection.

Roll Call: Mr. Schmidlin yes, Mr. Engel yes, Mr. Myers yes

The NOTAM authorized issuers list was updated and an email was sent to each issuer with NOTAM information. Dustin Shaffer was asked to be on the NOTAM list and he agreed.

After several complaints regarding no place to park in front of terminal during the summer months, a parking space will be marked for vehicle parking. The space will be kept clear for summer vehicle parking to pick up prescriptions or passengers at the terminal. The parking space will be painted when the contractor is here to paint the runway, taxiway and ramp. The Board will get with the golf cart contractor to find a good spot for the parking space.

Middle Bass Wetlands survey for the environmental covenant.

A motion to pay for survey on Middle Bass for the Wetland Environmental Covenant with Reitz Engineering, not to exceed \$3000.00: Karl Schmidlin

Second: Eric Engel

Motion passed with no objection.

Karl Schmidlin said that the crack seal on the Middle Bass runway peeled up from the snow plowing. It is really bad and large pieces are lying around the runway. It needs to be cleaned up soon. We will check with the engineer for a remedy.

Old Business:

New Business:

Rosann explained the different credit card services available and the cost. The Board decided to try Pay Pal with login to the Port Authority web site to pay parking fees. We will try it for the year and then evaluate it next year.

Next Meeting Saturday April 11, 2:00pm PIB Township Building

Motion to adjourn: Eric Engel
Second: Karl Schmidlin
Motion passed with no objection.

Meeting adjourned at 3:50am.

Approved by: _____ Date: _____

Second: _____ Date: _____