

**Put- in-Bay Township Port Authority**

Regular Board Meeting ~ January 22, 2014

Meeting called to order at 9:03 am ~ Put-in-Bay Township Hall

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

**Election of Officers:** A brief call to Terry Burns confirming he would accept the Chairman position for 2014 or until he is ready to resign this year. Patrick will continue as Vice Chairman.

Motion for Terry Burns to continue as Chairman: Patrick Myers

Second: Karl Schmidlin

Motion passed with no objection.

Patrick Myers nominated Sharon Gray for Treasurer.

Motion for Sharon Gray as Treasurer: Patrick Myers

Second: Karl Schmidlin

Motion passed with no objection.

<b>Roll Call to approve new board members:</b>	Patrick Myers	yes
	Karl Schmidlin	yes
	Eric Engel	yes

**Review of meeting notes from December 17, 2013**

Motion to approve: Eric Engel

Second: Karl Schmidlin

Motion passed with no objection.

**Correspondence:**

The Township Zoning Board of Appeals notified us of a meeting scheduled for Jan. 14, 2014, concerning the Black Squirrel Bed and Breakfast. A variance for an addition for storage on their home will be discussed.

The Black Squirrel Bed and Breakfast sent the FAA Form 7460 regarding their home expansion.

The Port Authority received a call from the Attorney representing The Lutheran Home of Mercy. They are interested in doing another expansion project. They will contact Terry Burns about the project.

The Port Authority received a call from First Energy giving away low energy light bulbs and power strips for Put-in-Bay and Middle Bass Airports. The bulbs and power strips will be sent out in 6 weeks.

**Public Participation:**

The representative from the 3W2 Pilots Association asked about the electrical outlet problem in the airport hangar that occurred several weeks ago. The Township maintenance department checked the continuity on the outlet and found it to be fine. For safety, a grounding wire will be installed.

When the hanger was built there were no GFI's, so when repairs are needed they will be addressed. The Port Authority does not have the funds to rewire the hangar.

The Pilot's Assoc. representative asked about replacing the wind sock in the segmented circle.

The Township maintenance department has the new sock, but has been very busy trying to keep up with the snow plowing. As soon as they get a break in the weather they will get it installed.

**Voucher to be approved:**

Motion to pay the bills: Patrick Myers

Second: Karl Schmidlin

Motion passed with no objection.

**Financial Reports:**

The budget for 2014 was submitted.

Motion to approve Budget: Karl Schmidlin

Second: Eric Engel

Motion passed with no objection.

The Ottawa County Certificate of Total Estimated Resources for the Fiscal Year 2014 is ready to be signed and sent in to the Ottawa County Auditor.

**Marine & Harbor:**

A letter was sent to Shoreline Construction concerning the barge maneuvering through the harbor, using the excavator bucket on the barge. Maneuvering in this manner could damage the submerged tackle lines. At this time there has been no response from them.

An invoice was sent to Miller Boat Line for the harbor dredging permit.

**Airports:**

Island Air Taxi air service is now up and running.

A letter was sent to Andrea Kilbourne at OEPA regarding the proposed resolution to bring us into compliance with the mitigation requirements on Middle Bass Island. We will wait for their response.

The Board has replaced the procedure issuing NOTAMS for our airports by all personnel that are authorized to issue NOTAMS. When issuing a NOTAM the beginning time and the end time will be given. There will be no open ended NOTAMS.

FAA had several outstanding NOTAMS for our airports that were from the past.

The schedule for resurfacing of apron/taxiway is in the planning stages.

Option 1- Start Sept 22

Phase 1 - Existing Apron/Taxiway – Total 44 Days

Phase 1A – Apron Area (North Terminal)

Phase 1B – Taxiway (South of Terminal and Winter Parking)

Phase 2 – New Taxiway possible into 2015

Option 2 – Start Sept 8 Try to complete all in 2014.

**Old Business:**

Need to plan a tax levy meeting.

A new hand held radio was ordered for the snow plow drivers. It should be here within 7 days.

Rosann was unable to find someone on the island who would mount the radios in the new plow trucks. The police dept. uses D.R.Ebel Company in Toledo to install radios. D.R.Ebel Co. will work up an estimate to fly over, install radios and replace any needed equipment. They also sell LED magnetic lights to go on top of the trucks. The price per light is \$250.00.

Motion to Approve Budget \$1200.00 for 3 magnetic lights: Patrick Myers

Second: Karl Schmidlin

Motion passed with no objection.

Motion to approve Budget \$1500.00 to install radios, airfare, and misc. parts: Eric Engel

Second: Karl Schmidlin

Motion passed with no objection.

A letter was sent to Paratus Air welcoming them back for 2014 season. Received an email from Paratus Air inquiring about renting an office in Airport and asked if pilot could sleep there as well. Currently we do not have overnight accommodations at the airport due to the septic system. The Airport is FAA funded and legally can't have overnight accommodations.

A letter was sent to the Road Race Committee regarding camping on Airport property. Camping on Airport property is not permitted.

No meeting date has been set at this time with Port Clinton Airport, Put-in-Bay Airport, and Kelley's Island Airport about a State Grant shared between the 3 Airports.

**New Business:**

Island Air Taxi has purchased a seaplane, to give rides this summer. They will take off and land in the water. We will wait for further details.

Motion to Adjourn: Eric Engel

Second: Karl Schmidlin

Motion passed with no objection.

Meeting adjourned at 10:11am

Approved by: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

