

New Philadelphia Airport Commission

Minutes

September 12, 2017

Meeting Called to Order by Chairman Zucal at 6:02PM in the airport conference room.

Board Members Present: Chairman John Zucal, Dean Holland, Joe Sciaretti, Alan Welch, Secretary Don Kennedy, Brian Marsh II, Dr. Richard Varrati, Kelly Ricklic. Absent was Chris Bower. Guests included were Jeff Erb, Eric Hubbard and Kevin Sigg.

Minutes of the August 8th, 2017 meeting were presented. Motion by Holland, seconded by Welch to approve minutes as presented. Motion carried 8-0.

Airport Restaurant Report: Jeff Erb presented the business report for July 2017 with check received from Hootie Bear Ltd in the amount of \$1,155.25 check # 5942. Motion to approve Airport Restaurant Report by Ricklic, seconded by Varrati. Motion approved 8-0.

Airport Managers Report: Eric Hubbard presented the Monthly Income Report. Fuel sales were up over last year and credited to good weather and the Oshkosh Fly-in customers. It was noted by Mr. Kennedy that last year's comparison figures breakout for 100LL and Jet A was not continued on the spreadsheet. Eric will correct this in next month's report.

SAFETY INSPECTION REPORT: Monthly Lamp checks performed and 14 PAPI's still out of service due to tree issues which are being handled by the City presently. Repair quotes in process for silver T hangars from Gor-Con and will be reported on later under new business. Veeder Root issue was complex but has been completed by Wood Electric and is operational. Motion by Varrati, seconded by Welch to approve Airport Managers Report as presented. Motion approved 8-0.

OLD BUSINESS: Monthly Revenue Update given by Jeff Erb for the month of August, 2017. Auditors Cash Position is \$100,400.79. It was noted that the Fence has been installed and paid for where the MedFlight Helicopter Trailer was previously. Mr. Kennedy also mentioned that we have NOT spent much monies this year from our appropriations and suggested that the T-Hangar issues be looked at next month's meeting.

MICHAEL BAKER JR REPORT: Kevin Sigg presented the consultants update. Item #1 for RFQ for airport consultant was published and submissions due 9/15. Item #2 – Master Plan report and Airport Layout (ALP) were sent to FAA for review. Item #3 Task Order #7 Runway Rehab (design) FY16 grant closeout documentation brought tonight for City signature and submission to FAA. FAA won't issue final payment until the grant closeout documents are approved.

Item #4 Runway Construction: Start date is 9/25 9/25 through 10/13 Runway 14-32 will be closed. Turf runway 11-29 will be closed 10/4 through 10/13. All dates are weather dependent. FAA won't pay to repaint hold bars in their current location. Mr. Kennedy stated rather than spend 1700.00 of city money to have the painting contractor paint, we will contact the City Street Department and have them paint the hold bars using our street lining equipment. Mr. Kennedy will contact Mr. Grewell and schedule this

after the runway rehab has been completed by the paving contractor. Item #5 Task Order #9 Executed Copy by Michael Baker brought and given to City. Item #6 Land at end of Runway 32. OHIO DAS has relayed a message from OHC saying that OHC will only turn over the portion of Land physically under the Runway, due to fear of losing archeological history. Michael Baker is still working with both parties as there still seems to be confusion with DAS and OHC as to what is being requested. The Airport Commission discussed trading an area of land closer to Schoenbrunn land if they would be in agreement with the land transfer by DAS to the City and we would execute a 20 year lease with them for our land. Motion by Zucal to recommend OHC & DAS come together for mutually agreeable transfer w 20 year lease agreement between the CITY and OHC. 2nd by Ricklic. Motion passed 8-0.

Joe Sciarreti was excused at 6:45 for another appointment.

Item #7 Annual airport Capital Improvement Plan (ACIP) update. Two major projects on ACIP. Taxiway relocation design and construction and the potential to acquire land next to EAA and Airport. (Kamban Property) Discussion ensued about which would come first. The committee would like to see that Taxiway design be included in 2019 ACIP and construction in 2020. Mr. Kennedy will work with the Kamban property owners to see if they are agreeable to a 5 year timeframe of land purchase.

Item #8 – Obstructions - Mr. Erb met with the property owners at the 32 end of the runway. All were in agreement with having the Tree's trimmed by a professional and he is in the process of getting all signatures signed and quotes to have these professionally trimmed. Mr. Erb received a quote for one property owner's permission to remove 4 pine trees at the 32 End of the runway in the amount of \$3,000 which included stump removal and seeding.

Mr. Sigg mentioned that the FAA has requested that we install Runway Markers for the grass strip at a cost of approximately \$1500.

Motion by Kennedy, seconded by Varrati to approve the Airport Consultants report. Motion passed 8-0

New Business: Mr. Ricklic brought up a recent incident investigated by the New Philadelphia Police and Fire Department where a person was discovered passed out on the Tarmac by a City employee on his way to work. She was transported to the hospital by the City Fire Dept. Mr. Ricklic was concerned how she got onto the runway and wanted our airport secured. Mr. Kennedy mentioned that the gates have never been locked and agreed with Mr. Ricklic this should be corrected and volunteered to purchase locks for all gates and install them. Mr. Kennedy reminded the airport committee that locking these gates is not foolproof as at the end of the 32 runway, our fence stops and the airport is accessible at that end of the runway due to the roadway entrance to Schoenbrunn Village. Mr. Ricklic also brought up discussion on the possibility of installing cameras at the airport. Mr. Kennedy reminded Mr. Ricklic we have discussed this at previous meetings and agreed this would be a good addition to our security. We will check with Staley Technology about maintaining their current pricing of camera's and Mr. Varrati's donation of the computer to store the file footage. Mr. Ricklic will check with Buckeye Career Center to see if they can wire the camera's for us. Mr. Kennedy will request a quote from Staley for full installation of both wire and Camera's and report back at next month's meeting in case BCC can't do the wiring.

Mr. Kennedy then discussed the quote received from GOR-CON construction to reinforce the support posts in the Silver T hangars. GOR-CON provided Three (3) options, #1 Replace rusted column support by cutting off rusted column and attach weld new steel to column with base plate and attach to EXISTING base \$460.00 per column. OPTION #2 Remove existing Concrete column foundation to approx. 12" below grade, drill and rebar dowels into existing foundation, pour new high strength reinforced concrete foundation, cap with new anchor bolts. \$448.00 OPTION #3- Perform both options on same column as detailed. TOTAL \$880.00. NOTE: These prices are per column and based upon min of 4 repairs per mobilization. Mr. Hubbard is securing keys for each hangar and he and Mr. Kennedy will inspect each hangar and note which columns need repaired and report back to the airport commission next month to get a better understanding to the costs of this repair.

Having no further business to discuss: Motion to Adjourn by Alan Welch at 7:03PM

Respectfully submitted: Don Kennedy - Secretary