

# Union County Airport Authority

## Agenda 8-14-2018

1. Call to order -Popio
2. Minutes of the July meeting - Thrush
3. Treasures Report, Invoices presented for payment
4. - Presidents Report,
  - ODOT comments and **Second**, Letter to FAA requesting a reconsideration of their decision relative to Maronda homesites.
  - OAA up coming activities: next Webinar (Grant Assurances) Aug. 22, 2018
  - AOBF comments - concerns
  - Report on Board of Revision meeting (motion needed to retain counsel for representation)
  - Report on UAS Advisory Committee meeting held at TRC
  - Crack sealing solicitation, meeting with UC Engineer's and proposals received from private vendors.
5. Officers / Committee Reports
  - a. Sky Vista reports ("unable to attend this meeting")
  - b. Consultants/Stantec – ALP Update progress.
  - c. Meeting with IT consultants – LaPoint (possible change in telephone carriers and internet)
  - d. Other
6. Unfinished Business,
  - o Consultant selection follow up.
  - o FAA Flight Check follow up? We should get a notification a few days in advance. Has not yet occurred?
7. New Business:
8. Adjourn, (next meeting 9-11-18, 4:00PM)

UNION COUNTY AIRPORT AUTHORITY  
MINUTES  
AUGUST 14, 2018

The Union County Airport Authority held its regular monthly meeting on Tuesday, August 14, 2018. The meeting was held at the Union County Airport, 760 Clymer Road, Marysville, Ohio and was called to order at 4:00 pm. Members present were Mr. John Popio, Mr. Bruce Rausch, Mr. Ken Denman, Mr. Jim Mitchell, Mr. Shaun Bailey, and Mr. Phillip LaPointe. Mr. Bob Chapman was excused. Mr. Jeff Kramer from Stantec was also in attendance.

Mr. Denman motioned to accept the July minutes. Mr. Mitchell second. Motion passed. Mr. Bailey motioned to approve the attached list of bills for payment. Mr. Mitchell second. Motion passed.

Mr. Popio reported that he sent a formal petition letter to the ODOT to reconsider their decision relative to the Maronda Home sites and their possible intrusion into the airport's air space. He also contacted the Union County Building Department and asked that no individual permits be granted for this site. He also reported that he filed updated approaches online. These may have to be changed again after the AGIS is filed. Mr. Popio also attended the UAS Advisory meeting held at the TRC. He would like to have someone come to a board meeting to discuss this project. He reminded them and the board that the majority of this corridor starts at OSU and ends at the TRC which puts it primarily in Union County.

Mr. Popio also met with the Union County Engineer to discuss crack sealing at the airport. They came out and looked at all the surfaces that needed work and said they could do this work and they did submit a quote for \$10,556.16. The board did receive another quote from Keystone Tar and Chip Paving for \$11,538. Mr. Denman motioned to approve the quote from the Union County Engineer. Mr. LaPointe second. Motion passed.

Mr. Popio also reported on the Board of Revision meeting with the County. He and Mr. Rausch attended. Due to some unusual circumstances the board also had to have legal representation so Mr. Tony Eufinger was there as the board's counsel. Marysville City and the Marysville Schools had representation there as well. They felt the meeting went as well as could be expected. The consensus was the Commissioners, Auditor, and Prosecutor's office agreed that the taxes on the RPZ land should be reduced or eliminated but other parties disagreed. Any decision from the Revision Board will be under consideration for the time being. It was hoped that the two parties that disagreed would come to agreement and drop their opposition instead of the county dictating the outcome. Most felt the appraiser company was at fault for not addressing these issues at the time of sale. Mr. Rausch motioned to pay the attorney fees for Mr. Eufinger at the rate of \$200 per hour for a max of 3 hours. Mr. Mitchell second. Motion passed.

Union County Airport Authority

August 14, 2018

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Mr. Popio also reported that the awning at the airport is in really bad shape and a new one needs to be ordered soon. This will be addressed at the next meeting.

The board briefly discussed the Balloon Fest. Mr. Holden had some concerns after this year's event. The board needs to sit down with Mr. Berhens and discuss these issues before next year. It was also noted that the airport authority was not included in the agreement between the County Commissioners and the Balloon Rally committee. The board feels that it should have input in next year's agreement. Skyvista hosted a very nice cook out on Friday night. Mr. Holden called in to discuss his balloon fest issues and also reported that all 7 Hangars are rented. The delinquent account in 509 will be taken care of by Friday or the hangar will be vacated by Monday.

Mr. LaPointe reported on the IT meeting with Union County. (See Attached). The board discussed how the meeting room may be affected with this new equipment as more room may be needed. The board will talk with Skyvista to get their opinion on how to proceed. Hopefully by the next meeting we will have a quote from Wade Branstetter from the Union County IT's department on the equipment needed.

Mr. Kramer gave the Stantec report. (See Attached) The board decided to table the ALP and get clarification from the FAA on some points. The board will defer action on engineering costs until those questions are answered.

The board then discussed the Engineering Consultant selection. Three firms were interviewed with the following results. Denman motioned to accept Woolpert as the new consultant for the airport. Mr. Rausch second. Motion passed. Mr. Popio will call Woolperts and discuss how the transition from Stantec will proceed. He will also inform Mr. Kramer and Stantec after the board gets the answers needed from the FAA regarding the ALP.

Mr. Mitchell motioned to adjourn at 6:30 pm. Mr. Denman second. Motion passed. The next meeting will be held Tuesday, September 11, 2018 at the Union County Airport beginning at 4:00 pm.

Respectfully Submitted

Linda K Thrush  
Secretary

August 2018 Bills

Valtech Aug	\$ 68.04
Valtech Sept	\$ 68.04
Ck Deposit Mt. Vernon Door	\$ 2,506.50
SkyVista July	\$ 1,124.10
Skyvista Aug	\$ 1,124.09
Rausch Enterprises	\$ 500.00
	\$ 765.75
	\$ 4,526.70
Marysville City	\$ 54.24
	\$ 291.86
	\$ 77.84
	\$ 70.32
DP&L	\$ 202.92
	\$ 66.94
	\$ 499.84
	\$ 176.80
Division 7 Roofing	\$ 501.00
Bob VanHoose Door	\$ 231.00
Columbia Gas	\$ 28.06
AnyAwos	\$ 125.00
Staats Plumbing	\$ 215.63
Copy Source	\$ 85.00
James Mathys	\$ 12,000.00
John Popio	\$ 3.95

## UNION COUNTY AIRPORT

### August 14, 2018 Status Report

#### **2017 Project (ALP, AGIS & Land):**

1. Completed a few minor changes to some of the ALP sheets, including adding the Maronda homes and relocating the wind cone and wind tee for the turf runway.
2. Met with highway project manager to determine if a tunnel could be constructed
  - a. Examined the road to determine speed limit, and horizontal and vertical curves
  - b. The road would need to be straightened slightly to reduce the curvature of the tunnel
  - c. Tunnel would need to be approximately 40 feet wide on the inside to provide line of sight.
  - d. The speed limit would need to be reduced from 45mph near the airport property to 35mph.
  - e. It would require purchase parts of 3 parcels
  - f. A portion of the road may also need to be lowered by 1-2 feet. Culvert may be affected.
  - g. The gravel road used for the balloon show would no longer be able to be used.
3. Prepared a draft Ultimate Airport Layout Plan showing the runway extension and tunnel.
  - a. Requires the east end of the runway be shifted west by 256 feet
  - b. Extends the runway by 818 feet on the west to provide a length of approximately 4,742 feet
  - c. Stops short of apartments
  - d. PAPI and REIL units relocate - RW 27 PAPI to right side
  - e. Must stay a utility airport with a 20:1 approach surface (no significant jet operations)
    1. A 34:1 approach surface requires an additional 390' shift west
    2. Eliminates much more parallel taxiway
    3. Requires Roof Management building be relocated slightly north with new taxiway
    4. If nothing else changed on the west end, you would end up with 4,390 feet of runway.
4. We revised the title sheet, the data sheet, Future ALP, and Terminal Area Plan for the extension. Need to finalize these sheets and the Ultimate ALP, and the Airspace Plan, the Exhibit "A" Property Map, and the Aerial Photo. Need to add a new Ultimate RW 9-27 Inner Surface Plan and a new RW 9-27 Departure Plan. GeoPro says that they have additional photography that they can send and that they have elevations in the mapping, but they have not identified obstructions for a runway extension. Once we have additional data from them, we will need to show obstruction information for the extension of the runway.

This Planning project was required by the FAA to show the proposed turf runway so that they could review it. The FAA asked that you update the plan set to show current conditions at the airport. Planning for a future runway extension was not included in the scope. We checked declared distances and the possibility of a short runway extension, and provided drawings last month, without a change in our fees. Since then, we have incurred another \$2,900 for the runway extension, and we will need another \$6,500 to complete the work, including \$3,000 for the additional obstruction evaluation (\$9,400 total). This additional cost is not eligible for FAA participation.

**Maronda Homes:** We prepared a new FAA letter petitioning them to group all homes together as a cumulative impact and reconsider their recent determinations of "no hazard" resulting from homes.

# Union County Airport IT discussion

July 30, 2018

John , Linda, Hank, Wade, Philip

Hank Beatty contact information –Trithium Solutions, [Hank.Beatty@Trithium.com](mailto:Hank.Beatty@Trithium.com) (614) 721-0259

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1. Fiber
  - a. Spring of 2019 Fiber will be run in front of Clymer Road, discussions of running fiber to airport. No more information on costs, who will pay, if the airport needs fiber and when is a decision needed, and the schedule.
  - b. Possibility of obtaining funds for the fiber from the high tech SMART 33 corridor plans.(John)
2. VPN
  - a. Linda has VPN installed on her Dell Laptop
  - b. VPN will need to be installed on all hardware to communicate to the shared drive
3. Airport Board to use FBO WiFi or a dedicated Spectrum line
  - a. If FBO WiFi, agreement needed a better connection than "Guest" Speedtest to be performed (Philip)
  - b. If Spectrum line, Budget is \$70/month, need to purchase Modem and Router, need to understand cable entry run from outside to meeting room.
  - c. Currently airport pays ~~\$125~~<sup>30</sup>/month for twisted pair telephone connections for AWAS. If the connection can be changed from a twisted pair to Ethernet, we could drop the ~~\$125~~<sup>70</sup> month for the telephone connection and just have a airport Spectrum line (John)
4. Workstation, Laptop, TV/Monitor
  - a. Wade is to procure the components via the official Union County process and install them including connections and configurations. Randy from facilities can install the monitor bracket to the studs and hand the monitor
    - i. Small form factor desktop with solid state drive, Wifi, HDMI, and USB ports & Windows 10, mouse, keyboard. \$750?
    - ii. Small laptop with solid state drive, Wifi, HDMI, and USB ports & Windows 10 \$750?
    - iii. External USB camera for Video conferences \$175?
    - iv. Monitor (TV tunner optional) 65" \$1000?
    - v. Monitor bracket \$80?
5. Email, Discussions if board members need to use a Union County email address? At the minimum the county needs to be Cc:ed for backup. Email retention setting is not clear, we heard 2 or 3 years, or forever mentioned in the meeting. Wade is to confirm.

6. Shared drive: Wade agreed to create a folder on the Union County server. It's physically located in the Union County building and is backed up 2 times per day. There are no plans for cloud storage due to the volume of data stored for other Union County agencies. We need to announce the size, maybe start with 5 GB and increase as needed.
7. Linda's Laptop. It's a very large heavy old I5 Dell Laptop. It is from 2011, so it's 7 years old and needs to be replaced. It has a Union County Asset tag on it.(Linda)
8. Linda's harddrive. Linda has an external hard drive and Linda backs up every month currently. The ~~airport~~<sup>LINDA</sup> owns the external hard drive. (Linda)
9. Website: Wade can support depending on scope. What is needed? Just pictures need to be updated or a complete redo of the website? Need to create scope of project, schedule and budget. (Philip)
10. Document Retention Policy. The policy is unknown. Need to contact Steven Batenhop (Linda)
11. Budget & Schedule. Discussions on the Airport has a \$10,000 budget for this year. We need to create a budget detail plan and schedule for each item (Philip)
12. There was a short discussion on meeting room size. Our board room is quite small. We discussed the possibility of switching rooms with the flight school or pilot lounge, or modifying the room to eliminate the closet in the pilot lounge and widen the current board room. Let's discuss.

# Keystone Tar & Chip Paving LLC

752 N. State St. #207 Westerville, Oh. 43082

614-353-2120 / 614-743-1945

7topquality@gmail.com

Union County Airport  
760 Clymer Rd.  
Marysville, Oh.43040  
% John Popio

July 30, 2018

johnpopio@gmail.com

## RE: Crack Filling of Airport

- 1) Using skid steer power broom to sweep surface of areas to be crack filled.
- 2) Using walk behind power blowers to aid in removing of any debris in areas to be filled.
- 3) Using an industrial Craft Co CP125 crack filling machine to first airblow individual cracks free of loose debris.
- 4) Then to apply Crack Master 1190 hot crack filler. (Material designed for road use) At the approx. application rate of 100 ft per 13 lbs of crack filler. And based upon 2000 lbs. of material.
- 5) We will apply the 2000 lbs of material as far as it will cover, with the above application rate being an approximate rate of coverage. Actual material usage may vary due to width of application and thickness of material above pavement surfaces.
- 6) We estimate approx. up to 15,000 lineal feet of coverage.

Total estimated job cost for labor and materials.....\$11,538.00

We believe but do not guarantee that this should cover the 3 sections you are wanting to be crack filled.

Terms of payment are as follows;

Deposit required to schedule .....\$5,769.00

Balance immediately upon completion.....\$5,769.00



## Force Account Project Assessment Form (Estimate) FOR TOWNSHIP - WORK BY COUNTY FORCES

Ohio Revised Code 117.16 requires the Auditor of State to develop a force account project assessment form to be used by each public office to estimate or report the cost of a force account project. The form shall include costs for employee salaries and benefits, any other labor costs, materials, freight, fuel, hauling, overhead expense, workers' compensation premiums, and all other items of cost and expense, including a reasonable allowance for the use of all tools and equipment used on or in connection with such work and for the depreciation on the tools and equipment.

**\*\* Estimate not required for Construction/Reconstruction costing less than \$5,000/mile, or for Repairs/Maintenance costing less than \$15,000.**

**Estimate Date:** 8/14/2018

**Project Name/Number:** Airport crack sealing

**Project Description:** Crack seal pavement areas at airport

**Proposed Start Date:** \_\_\_\_\_

**Proposed End Date:** \_\_\_\_\_

**ESTIMATED LABOR** (please complete the shaded fields)

Description	Base Wage		Hours Worked		Total
Maintenance Worker	\$21.56	X	120	=	\$2,587.20
		X		=	
		X		=	
		X		=	
<b>Total Base Wages</b>					<b>\$2,587.20</b>
Direct Labor Overhead	30	% of base wages (fringe benefits, BWC, etc.)			\$776.16
Indirect Labor Overhead	38	% of wages and fringe benefits for overhead			\$1,278.08
<b>Total Labor Estimate</b>					<b>\$4,641.44</b>

**ESTIMATED MATERIALS** (please complete the shaded fields)

Description	Cost per Unit		Qty		Unit	15% Overhead		Total
34221 Polymer Crack Sealant	\$0.55	X	7500	X	Lb.	\$617.63	=	\$4,735.13
		X		X			=	
		X		X			=	
		X		X			=	
		X		X			=	
		X		X			=	
		X		X			=	
		X		X			=	
		X		X			=	
<b>Total Materials Estimate</b>								<b>\$4,735.13</b>

Project Date: 8/14/2018

Project Name/Number: Airport crack sealing

Project Description: Crack seal pavement areas at airport

**ESTIMATED EQUIPMENT**

Description	Rate per		Hours	Total
	Hour			
PICK-UP TRUCK	\$10.97	X	=	
SIGN TRUCK, UTILITY TRUCK (1 Ton)	\$14.19	X	40	\$567.60
DUMP TRUCK (Single Axle)	\$29.12	X	=	
DUMP TRUCK (Tandem Axle)	\$37.24	X	=	
PLOW	\$13.06	X	=	
TRACTOR TRAILER	\$34.81	X	=	
BULLDOZER	\$32.15	X	=	
RUBBER TIRED LOADER	\$27.82	X	=	
ATHEY LOADER	\$59.98	X	=	
GRADER	\$43.53	X	=	
TRACTOR MOWER	\$38.85	X	=	
TRACTOR with ATTACHMENT	\$25.83	X	=	
CHIPSREADER	\$55.80	X	=	
ROAD WIDENER w/ Rubber Tired Loader	\$56.54	X	=	
PAVEMENT PATCHING MACHINE	\$15.30	X	=	
BROOM	\$19.18	X	=	
PATCH ROLLER	\$17.74	X	=	
RUBBER TIRED ROLLER	\$28.38	X	=	
VIBRATORY ROLLER	\$20.62	X	=	
BRIDGE TRUCK	\$25.83	X	=	
DISTRIBUTOR	\$42.29	X	=	
GRADALL	\$52.99	X	=	
RUBBER TIRED HOE	\$34.14	X	=	
HYDRAULIC EXCAVATOR	\$64.42	X	=	
CHIPPER	\$16.80	X	=	
JETTER	\$19.18	X	=	
SKID LOADER	\$23.45	X	=	
TRACTOR	\$17.74	X	=	
CRACK SEALER	\$15.30	X	40	\$612.00
CONVEYOR w/ Tractor	\$25.50	X	=	
STRAW BLOWER	\$7.32	X	=	
SEWER CAMERA & VIDEO TRAILER	\$67.27	X	=	

Total Equipment Estimate \$1,179.60

TOTAL ESTIMATED PROJECT COST \$10,556.16  
(labor + materials + equipment)

Prepared by: Justin Story

Title: Superintendent

Date: 8/14/2018

<b>CONSTRUCTION/RECONSTRUCTION</b>	
Road Length	<input type="text"/> Mi
Estimated Cost	<input type="text"/>
Cost/Mile	<input type="text"/>
(Cannot exceed \$15,000/Mi. for Force Account)	

<b>REPAIR/MAINTENANCE</b>	
Estimated Cost	<input type="text" value="\$10,556.16"/> (Cannot exceed \$45,000 for Force Account)

**From:** David Holden <skyvistaaviation@gmail.com>  
**To:** John Popio <johnpopio@gmail.com>  
**Cc:** Dave Holden <holdendavid@yahoo.com>; Union County Airport Archive <airarchive@co.union.oh.us>; Linda Thrush <thrush1@aol.com>; Steve Wieringa <skyvistaaviation@gmail.com>  
**Subject:** Re: AOBF agreement 2018  
**Date:** Tue, Aug 14, 2018 11:33 am

Thanks John,

We (meaning AA and SV) need to be more involved with the contract. 2000 gallons minus what we happen to sell isn't worth the hassle. If this doesn't change SV is discussing locking the terminal and hangars from Thursday - Sunday during The AOBF.

1. SV had to have employees or ownership at the event the entire time to protect our assets, AA assets and those of our customers. Well past midnight each night.
2. The Terminal building requires non stop cleaning during event.
3. Our MX customers aren't able to drop or pick up aircraft.
4. It fell upon SV to file the NOTAM, because no one else did. (Not our job)
5. Complete blockage of the east taxiway.
6. Hassling employees getting back and forth from work.
7. Porta potty left on east taxi way well into Sunday evening. Steve pushed it off the taxiway onto the ramp.
8. Complete blockage of the fuel farm. I really think this is a safety issue. There is no way to ensure the stage personal aren't smoking on top of the fuel pits.
9. Vehicles driving across the open runway.
10. SVH left open several times. Unprotected assets.
11. I don't care what the contract says, who is going to put the money up to defend the airport when one of the hundreds of drunk people leave the airport and kill someone while driving home. Thursday night was especially ridiculous in this regard.

David

David M. Holden  
SkyVista Aviation, LLC  
ATP, A&P, IA  
Office (937) 644-2055  
Cell (937) 243-0755

> On Aug 14, 2018, at 07:51, John Popio <[johnpopio@gmail.com](mailto:johnpopio@gmail.com)> wrote:

>

> For what it is worth, here is a copy of the AOBF contract for the 2018 event. As you will see it does make mention of the FBO and the impact on the FBO's operations, it does not address compensation for loss of business as prior agreements provided.

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> <UCAA AOBF AGREEMENT Res balloon fest 2017 for 2018 (1).pdf>