



Portage County Regional Airport Authority
4039 NANWAY BOULEVARD * RAVENNA OH 44266

SPECIAL BOARD MEETING MINUTES, November 18, 2016, 8:00 am

CALL TO ORDER

The Portage County Regional Airport Authority Board met on Friday, November 18, 2016, for the purpose of conducting a special meeting; the meeting was called to order at 8:00 am at the Portage Flight Center, 4039 Nanway Boulevard, Ravenna, Ohio, by President Christopher Gilmore.

ROLL CALL

Members Present: John Festa
Christopher Gilmore
Robert Krister
Homer Lucas
Christopher Mars
Tim Paul (arrived at 8:15 am)
Melvin Steedly

SPECIAL BUSINESS

Engineering Contract

The Board solicited proposals for a new 5-year engineering contract for the 2018 project year. There were four submissions: Thrasher, Michael Baker and Associates, GA Consultants, Inc., and CHA Consulting, Inc. The Executive Committee evaluated each firm based on its experience, qualifications, and knowledge of airport planning.

After review of all information, the Executive Committee recommended the following:

MOTION: To authorize an award of a 5-year contract to CHA Consulting, Inc., for engineering services for the Portage County Regional Airport Authority.

Moved: Krister; Seconded: Mars

The motion carried with a voice vote all members in favor.

President Gilmore related that a conference call with the FAA to discuss future capital improvement projects is scheduled for November 22, 2016.


ADJOURNMENT

MOTION: To adjourn the special meeting at 8:26 am

Moved: Festa; Seconded: Steedly

The motion carried with a voice vote with all members present in favor.

Minutes Prepared by:


Karen A. Stacko, Secretary/Treasurer

Minutes Approved by:


Chris Gilmore, President

C: County Commissioners