



Portage County Regional Airport Authority

REGULAR BOARD MEETING MINUTES, June 14, 2017

CALL TO ORDER

The Portage County Regional Airport Authority Board met on Wednesday, June 14, 2017, for the purpose of conducting a regular meeting; the meeting was called to order at 6:00 pm at the Portage Flight Center, 4039 Nanway Boulevard, Ravenna, Ohio, by Vice-President Homer Lucas.

ROLL CALL

Members Present: Robert Krister
Homer Lucas
Christopher Mars (Arrived 6:05 pm)
Les Smeach
Melvin Steedly (left at 7:10)
Tim Paul (left at 7:04pm)

Members Absent: John Festa
Christopher Gilmore

MEETING MINUTES APPROVAL

The approval of the meeting minutes of May 10 meeting, 2017, was postponed until the July meeting.

MONTHLY REPORTS

Secretary/Treasurer (Karen Stacko)

General Fund Report

As of 01/01/2017, the General Fund Checking Account 5640 consisted of:

Beginning Balance	01/01/2017	\$	16,178.98
Revenue as of	05/31/2017		59,689.38
Expenditures as of	05/31/2017		32,267.64
End Balance	05/31/2017	\$	43,600.64

Portage County Regional Airport Authority – Regular Meeting Minutes of June 14, 2017

(Note: Member Mars arrived at 6:05 pm.)

Approval for Expense Payments from General Fund

MOTION: To authorize payment for invoices presented for payment from the General Fund Checking Account 5640 dated June 14, 2017, in the amount of \$ 11,793.87.

Moved: Mars; Seconded: Steedly

The motion carried with a voice vote with 6 members present in favor.

MOTION: To authorize payment to GA Consultants, Inc. for Grant 28-16 for \$2,364.50; and, to Chagrin Valley Paving, Inc. for \$35,549.38 as presented from the FAA/ODOT Checking Account 0762 pending verification that the berming work performed meets contract specifications satisfactorily, and subject to receipt of funds from the FAA and ODOT for said invoices.

Moved: Mars; Seconded: Steedly

The motion carried with a voice vote with 6 members present in favor.

FAA /ODOT Checking Account 0762 as of 05/31/2017

Beginning Balance	01/01/2017	\$	2.00
Revenue as of	05/31/2017	\$	9,950.00
Expenditures as of	05/31/2017	\$	0.00
Ending Balance	05/31/2017	\$	9,952.00

AIRPORT MANAGER REPORT

FBO representative, Chris Hopkins, thanked the Board for its involvement and cooperation in addressing a recent aircraft incident on the taxiway. No damage was reported.

AIRPORT ENGINEER REPORT

Board Engineer, Mark Heckroth, will discuss the status of appraisals received for the 2017 grant project in Executive Session.

OLD/PENDING BUSINESS

Committee Reports

Executive Committee

- A settlement was reached regarding the legal matter with Kelly Aviation Helios.

Finance Committee

Per Member Lucas, an agreement was reached with the Portage County Treasurer’s office to repay delinquent real estate taxes that did not qualify for tax exemption as applied for with the State of Ohio:

MOTION: To authorize the Board of Trustees to enter in an agreement with the Portage County Treasurer for a 10-pay plan of \$10,678.88 each payment for delinquent real estate taxes due; Payment 1 to be effective with the July 2017 tax payment.

- Parcels:** 33-059-00-00-033-047
33-059-00-00-033-038
33-059-00-00-033-044
33-059-00-00-021-000
33-062-00-00-005-001

Moved: Mars; Seconded: Smeach

The motion carried with a voice vote with 6 members present in favor.

Building/Grounds Committee

- All Board hangars are currently rented
- Groundskeeper Dunlavy will secure quotes for a new commercial push mower

Events Committee

Upcoming Events Update

- On May 13 the Boy Scout Troop washed 8 aircraft
- Fliers have been created and distributed for the September 2 event

OLD/PENDING BUSINESS

Cell Tower Update

Member Steedly will contact the appropriate party at the FAA to verify that the new cell tower will not interfere with instrument approaches.

NEW BUSINESS

No new business was discussed.

(Note: Member Paul left the meeting at 7:04 pm before the Executive Session.)

EXECUTIVE SESSION

MOTION: To enter into executive session at 7:05 pm to discuss land acquisition.

Moved: Mars; Seconded: Steedly

The motion carried with a voice vote with 5 members present in favor: Mars, Steedly, Krister, Lucas, Smeach

(Note: Member Steedly left the meeting at 7:10 pm.)

MOTION: To resume the regular session at 7:17 pm.

Moved: Smeach; Seconded: Mars

The motion carried with a roll call vote with 4 members present in favor: Smeach, Mars, Krister, Lucas

The following motion was crafted in regular session:

MOTION: To authorize property purchase offers to owners of certain parcels at the Portage County Regional Airport as determined in Executive Session on June 14, 2017, subject to approval by the Assistant Prosecutor Chris Meduri.

Moved: Smeach; Seconded: Krister

The motion carried with a voice vote with the remaining 4 members present: Smeach, Krister, Mars, Lucas

COMMENTS / ANNOUNCEMENTS

Board Members/Employees/Citizens

Vice-President Lucas remarked that the owners of the property formerly known as Ravenswood Golf Course has applied to the respective Zoning Commission for a zoning change for said property from light industrial to residential. The members recommend against this action to the Commission.


ADJOURNMENT

MOTION: To adjourn the regular meeting on June 14, 2017 at 7:22 pm.

Moved: Smeach; Seconded: Mars

The motion carried with a voice vote with 4 remaining members present in favor: Smeach, Krister, Mars, Lucas

Minutes Prepared by:



Karen A. Stacko, Secretary/Treasurer

Minutes Approved by:



Homer Lucas, Vice-President

c: County Commissioners