



Portage County Regional Airport Authority

REGULAR BOARD MEETING MINUTES, November 8, 2017

CALL TO ORDER

The Portage County Regional Airport Authority Board met on Wednesday, November 8, 2017, to conduct a regular meeting; the meeting was called to order at 6:32 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
Tim Paul

Members Absent: John Festa
Christopher Gilmore
Les Smeach
Melvin Steedly

MEETING MINUTES APPROVAL

MOTION: To approve the meeting minutes of October 11, 2017, as presented.

Moved: Mars; Seconded: Krister

The motion carried with a voice vote with 4 members present eligible to vote in favor: Mars, Krister, Lucas, Paul

MONTHLY REPORTS

Secretary/Treasurer (Karen Stacko)

General Fund Report

The General Fund Checking Account 5640 consists of:

Beginning Balance	01/01/2017	\$	16,178.98
Operating Revenue	10/31/2017		107,507.02
Other Revenue	10/31/2017		20,000.00
Operating Expenses	10/31/2017		98,295.38
End Balance	10/31/2017	\$	25,390.62

Approval for Monthly Expense Payments

MOTION: To authorize payment for invoices presented for payment from the General Fund Checking Account 5640 dated November 8, 2017, in the amount of \$8,271.97.

Moved: Mars; Seconded: Paul

The motion carried with a voice vote with 4 members present in favor.

FAA /ODOT Checking Account 0762

There were no invoices presented for payment at this meeting.

Beginning Balance	01/01/2017	\$	2.00
Revenue as of	10/31/2017	\$	103,341.82
Expenditures as of	10/31/2017	\$	103,341.82
Ending Balance	10/31/2017	\$	2.00

AIRPORT ENGINEER REPORT

Land Acquisition

Board Engineer Mark Heckroth was not in attendance but did advise the Board that the land acquisition is in progress.

Vice President Lucas related that President Gilmore has contacted the FAA to try to secure additional funding for the taxiway relocation project.

AIRPORT MANAGER REPORT

There was no representative of the FBO present.

OLD/ PENDING BUSINESS

Committee Reports

Executive Committee

- Vice President Lucas will place information on the proposed taxiway relocation project on the Board's website.

Finance Committee

- No additional comments.

Building/Grounds Committee

- Awaiting one more quote for the REILS installation from JC Electric before selection of contractor.
- Two new batteries were purchased for the Kubota tractor
- Hangar B9 still remains available for rent
- The EAA Chapter group repaired the fuel farm ladder
- The recent berming repair by Chagrin Valley Paving is acceptable
- Groundskeeper Dunlavy is making necessary preparation on the Kubota tractor for the snow plowing season and will follow the prior year's snow removal schedule

Events/Community Outreach Committee

- No additional comments

NEW BUSINESS

No new business.

COMMENTS / ANNOUNCEMENTS

No additional comments.

ADJOURNMENT

MOTION: To adjourn the regular meeting at 7:06 pm.

Moved: Krister; Seconded: Paul

The motion carried with a voice vote with 4 members present in favor.

Minutes Prepared by:



Karen A. Stacko, Secretary/Treasurer

Minutes Approved by:



Homer Lucas, Vice President

c: County Commissioners