



**PORTAGE COUNTY REGIONAL AIRPORT AUTHORITY
4039 NANWAY BOULEVARD * RAVENNA OH 44266**

SPECIAL BOARD MEETING MINUTES, May 18, 2019

CALL TO ORDER

The Portage County Regional Airport Authority Board met on Saturday, May 18, 2019, to conduct a special meeting. President Lucas called the meeting to order at 10:00 am at the Portage Flight Center, 4039 Nanway Boulevard, Ravenna, Ohio.

ROLL CALL

Members Present: Bill Burton
Bob Krister
Homer Lucas
Christopher Mars
Tim Paul (*Arrived at 10:10 am*)
John Festa

Members Absent: Chris Gilmore
Melvin Steedly

SPECIAL BUSINESS

Fuel Tank Issue

President Lucas reported that on Tuesday, May 9, 2019, Jet A fuel was ordered, delivered, and pumped into the Jet A tank that holds 12,000 gallons. During the process Portage Flight Center FBO Representative Chris Hopkins alerted the driver the pressure differential was too high, but the driver said he knew what he was doing and continued to fill the tank. Chris left the area, returning to the FBO. An alarm went off and the driver went over to the panel with the alarm to investigate, and several gallons of fuel sprayed from the vent pipe. The driver then shut off the pump in the truck.

President Lucas explained that Convault Corporation was the manufacturer of the tank and it was installed in 1998. There is a warranty on the tank for 30 years and periodic inspection is a requirement for maintenance. He explained the design of the tank to the Board in order to understand why and how the incident occurred.

Steve Thickstun, a certified ground tank inspector, inspected the tank on May 16, 2019. He determined that the tank over-pressured during tank filling and the primary emergency vent failed as it was rusted shut. The failure would be outside of the warranty coverage as periodic maintenance was not followed and the delivery driver was unfamiliar with his equipment and did not follow established procedures for tank filling. It was determined that the environmental damage was at a minimum and the estimated loss of JET A fuel was less than 25 gallons which is below fire department and Ohio EPA reporting threshold.

Portage Flight Center owner, Dick Bonner, suggested that another evaluation of the situation be obtained and has arranged for another contractor to review this situation for resolution. He also stated that he would take full responsibility for all costs associated with the transfer and storage of the JET-A fuel associated with the transfer and storage of the fuel removed from the damaged tank.

The Board discussed various ways to maintain JET-A fuel on the grounds in the short-term. Mr. Bonner stated that the FBO could make available JET-A fuel for approximately 60 days, but that the Board has an obligation to provide tank storage per its FBO lease agreement.

The Board agreed that in the future, it will implement a maintenance plan and provide the respective funds when required for the fuel farm.

The meeting ended with the following plan of action:

President Lucas will share the Thickstun inspection report with Aviation Insurance Mangers for review for a possible claim, request involvement by Legal Counsel Chris Meduri, and coordinate information and efforts with FBO representative Chris Hopkins for a resolution to this matter. Member Mars will send a notice out to the aviation community about the conditions and availability of the JET A fuel.

ADJOURNMENT

MOTION: To adjourn the special meeting at 11:04 am.

Moved: Festa; Seconded: Mars

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

Minutes Prepared by:



Karen A. Stacko, Secretary, Treasurer

Minutes Approved by:



Homer Lucas, President

c: County Commissioners