AIRPORT COMMISSION
January 19, 2017
MOTION SUMMARY

ITEM 1. Roll Call

Ms. Mathews called the meeting to order at 7:20 p.m.

Members Present: Charlton Amidon, Walt Gaub, John Lewis, Greg Mellon, and Jan Simonis (arrived at 7:28 p.m.)

Members Absent: Councilmember Kyle Rohrer and Janie McIntire

Staff Present: Joe Bullis, Public Works Superintendent, Kevin Piatt, Airport Operations Supervisor, Linda Mathews, Customer Service Liaison

Motion to Excuse: Mr. Gaub moved to excuse Councilman Rohrer and Ms. McIntire, seconded by Mr. Lewis. Motion approved by a 4-0 vote.

ITEM 2. ELECTION of Chair and Vice-Chair

Motion: Mr. Mellon moved to nominate Mr. Lewis as Chairperson, seconded by Mr. Gaub. Motion approved by a 4-0 vote.

Motion: Mr. Gaub moved to nominate Mr. Mellon as Vice-Chairperson, seconded by Chairman Lewis. Motion approved by a 4-0 vote.

ITEM 3. APPROVAL of the Motion Summary of the meeting of the AIRPORT COMMISSION held August 25, 2016, as recorded and transcribed.

Motion: Vice-Chairman Mellon moved to approve the Motion Summary of the meeting of the Airport Commission held August 25, 2016, as recorded and transcribed, seconded by Mr. Amidon. Motion approved by a 4-0 vote.

ITEM 4. PUBLIC COMMENTS

ITEM 5. PRESENTATION of Proposed New Business-Rotorcraft Training Center, LLC by Dale Bauer

PRESENTOR:
Dale Bauer
3120 N. Three B's and K Rd.
Sunbury, Ohio 43074

Mr. Bauer presented his proposal for helicopter flight training at the airport. Mr. Bauer discussed how he found limited training locations in the Central Ohio

area. Mr. Bauer discussed that Chief Flight Instructor, Collin Henry, will provided the training. Mr. Bauer discussed the estimated gross fuel income, based on different hours of usage per year for Helicopter N139JS.

Mr. Bullis discussed the licensing and insurance process that Mr. Bauer has started. Mr. Bullis discussed the limited terminal class training space. Mr. Bauer discussed plans for class training to use a conference room at Airspace Place.

PUBLIC COMMENT:
Collin Henry
3875 Winding Twig Dr.
Canal Winchester, Ohio 43110

Mr. Henry discussed the importance to train EMS pilots and the specialized training that they require.

Motion: Vice-Chairman Mellon moved to endorse the proposal set by Rotor Craft Training Center and present the proposal to City Council, seconded by Ms. Simonis. Motion approved by a 5-0 vote.

ITEM 6. DISCUSSION of ACIP Update

Mr. Bullis reviewed the provided ACIP. Mr. Bullis noted that that the ramp design and construction has changed due to past meetings with FAA and the desire to do the ramp in a two parts due to asphalt needs. Mr. Bullis discussed recent ODOT assessment, but does not have current update.

Mr. Bullis provided an update on grant applications, including grant application for Taxiway A.

ITEM 7. DISCUSSION of Long Range Maintenance and Fee Increase Plan for Delaware Municipal Airport

Mr. Bullis discussed T-Hanger maintenance and asphalt needs. Mr. Bullis informed them that tenants were aware of the recent rate increases.

ITEM 8. DISCUSSION of Strategic Business Plan for Delaware Municipal Airport

Mr. Bullis discussed the recently approved funding for RFP since the budget approval. Discussion was held on a timeline to have RFP completed. Mr. Gaub requested that a first draft of the RFP be distributed to the Commission for review. Mr. Bullis recommended that comments and recommendations be returned by February 20, 2017 and a goal to have a draft RFP completed by April 3, 2017. The Commission recommended that May 1, 2017 be a goal to advertise

the RFP for bid.

ITEM 9. STAFF COMMENTS

Mr. Piatt discussed the current building of sand storage bin.

Mr. Bullis discussed the need to update the men's restroom.

ITEM 10. MEMBER COMMENTS

ITEM 11. ADJOURNMENT

Motion: Vice-Chairman Mellon moved to adjourn the meeting, seconded by Ms. Simonis. Motion approved by a 5-0 vote. The Airport Commission meeting adjourned at 8:21 p.m.

Chairperson

Elaine McCloskey, Clerk