

**CITY OF DELAWARE
AIRPORT COMMISSION
AGENDA**

**CITY COUNCIL CHAMBERS
1 S. SANDUSKY ST
7:00 P.M.**

REGULAR

APRIL 16, 2015

1. ROLL CALL
2. APPROVAL of the Motion Summary of the meeting of the AIRPORT COMMISSION held October 2, 2014, as recorded and transcribed
3. INTRODUCTION of New Commission Members
4. ELECTION of Chairman
5. ELECTION of Vice-Chairman
6. PUBLIC COMMENTS
7. UPDATE OF AIP PROJECTS/GRANTS
8. AIRPORT OPERATIONS SUPERVISOR and STAFF COMMENTS
9. MEMBER COMMENTS
10. ADJOURNMENT

ITEM 2

**AIRPORT COMMISSION
MOTION SUMMARY
OCTOBER 2, 2014**

1. ROLL CALL

Meeting called to order at 7:00 p. m. by Chairman Brian Lewer.

Members Present: George Hellinger, Brian Kennedy, Brian Lewer, Janie McIntire and Greg Mellon.

Members Absent: Walt Gaub (arrived at 7:28 p.m.) and Bob Jenkins.

MOTION TO EXCUSE:

Mrs. McIntire moved to excuse Mr. Gaub and Mr. Jenkins, seconded by Councilman Hellinger and approved by a 5-0 vote.

STAFF PRESENT: Director of Public Works/City Engineer Bill Ferrigno, Public Works Superintendent Joe Bullis, Airport Operations Supervisor Kevin Piatt and Customer Service Liaison Linda Mathews.

2. APPROVAL of the Motion Summary of the meeting of AIRPORT COMMISSION held July 17, 2014, as recorded and transcribed

Councilman Hellinger moved to approve the Motion Summary of the meeting of the Airport Commission held July 17, 2014, as recorded and transcribed. Vice-Chairman Kennedy seconded the motion and it passed by a 5-0 vote.

3. PUBLIC COMMENTS

Lynn Coriell of 7031 Brennan Place, Columbus 43235 presented Commission members with a document outlining some concerns, questions and recommendations that he has for airport operations.

Mr. Coriell outlined and expanded upon his concerns, questions and recommendations.

Staff responded to those that they had information on and commission members commented, posed inquiries and provided feedback on Mr. Coriell's document and comments.

Staff will perform research on the items contained in Mr. Coriell's document and provide that to commission members at an upcoming meeting.

Gregory Ratcliff of 6133 Shoemaker Rd, Ashley 43003 spoke regarding the

economic impact of the airfield to the community and his thoughts on some of Mr. Coriell's recommendations. He requested permission to speak again when the discussion regarding the Fee Schedule Modification topic is discussed.

4. UPDATE OF AIP PROJECTS/GRANTS

Joe Bullis provided an overview of the recently awarded FAA grant and a time line for the upcoming improvements at the airport.

Bill Ferrigno advised that the current grant does not cover construction activities and that the City's consultant-CHA will be working with our Project Manager of the FAA to insure that this is funded as the projects move forward.

5. DISUCSSION of Airport Fee Schedule Modifications

The commission members focused the Fee Schedule discussion on the city owned t-hangars and the belief that they should not be raised for the 2015 year unless justifications for the increase can be shown.

Mr. Coriell and Mr. Ratcliff agreed with this opinion.

Discussion took place regarding a thorough evaluation of the entire infrastructure at the airfield, the current state of such and what future improvements/repairs will be needed and in what time frame.

Mr. Mellon moved to leave the city owned t-hangar rates the same as they are currently for one more year and gather more information for a serious look for the following year. Mr. Gaub seconded the motion and it was approved by a 6-0 vote.

6. DISCUSSION of 2015 Budget Proposal

Mr. Ferrigno explained that the budget is comprised of two parts-Capital Improvements and Operating. The proposed Capital portion was included in the agenda packet and the Operating budget is not anticipated to be different from the 2014 one.

A listing of small projects and equipment that are being considered were noted.

Mrs. McIntire inquired if funding for an Aviation Day in 2015 was to be included in the 2015 budget submission. Mr. Bullis advised that yes, a \$10,000 request will be included.

Mr. Gaub inquired if the city had a structural engineer so that a life span analysis on the existing t-hangars could be undertaken.

7. AIRPORT OPERATIONS SUPERVISOR and STAFF COMMENTS

Mr. Piatt advised that the new Airport Technician, Jason Brechtel has been hired and Blaine Rayburn has moved in the fleet maintenance area of Public Works.

He advised that during a hangar maintenance project some holes in the roof of the maintenance hangar have been identified and quotes solicited for a repair.

The main parking lot has been repaired, resurfaced and had new pavement markings applied.

Mr. Bullis advised that Public Utilities had assisted with drain tile and catch basin repairs near hangars A, B and C. The outside of the Russell (maintenance) hangar has been repainted. All fire extinguishers were inspected and some are out being recertified, but loaners are being used in the interim.

The ODOT Airport Focus Study has been completed and a draft report recently presented that contained good reviews for the Delaware Municipal Airport, Jim Moore Field.

Runway pavement marking were recently reapplied by Public Works staff.

The night Geotech coring was completed in only one evening; it was anticipated to require two nights,

Mr. Ferrigno updated the commission members with information on the quotes received for the repair of the Russell hangar roof. He felt that it would be beneficial if the commission would make a recommendation to City Council with regard to the repair.

Mr, Mellon moved to request that City Council fund the emergency repair of the Russell hangar roof utilizing general fund monies. Motion seconded by Vice-Chairman Kennedy and approved by a 6-0 vote.

8. MEMBER COMMENTS

Vice-Chairman Kennedy inquired about the results of the draft ODOT Focus Study results and if the recommendations should be included in the Master Plan, and if a recommendation by the commission be made to City Council for future funding.

Mrs. McIntire explained how the process typically functions from when she worked in the ODOT Division of Aviation and she would make a

recommendation to City Council for approval of future improvements identified in the Focus Study.

Mrs. McIntire identified the need for repairs to the t-hangar drives and taxiway, especially if the upcoming winter is as harsh as the last one.

Mr. Gaub apologized for being tardy to the meeting.

9. ADJOURNMENT

Mrs. McIntire moved to adjourn, seconded by Mr. Mellon and meeting was adjourned at 8:54 p.m.

Chairman

Clerk

Date