

**Fairfield County Airport Authority Special Board Meeting
3430 Old Columbus Rd NW
Carroll Ohio 43112**

Minutes/Notes for May 26, 2015 Meeting to discuss Terminal Modifications & Future Capital Projects

Meeting to order

Lonnie Rush called the meeting to order at 3:00 p.m. with the Pledge of Allegiance. Board Members present at this meeting were Lonnie Rush and Bill McNeer. Also in attendance were Greg Heaton Nick Palladino, Dewitt Claypool, and Staci Knisley.

LHQ Terminal Building Modifications

Board Members Lonnie Rush and Bill McNeer met with Greg Heaton with Crawford Murphy Tilly, Inc. (CMT) along with Nick Palladino and Dewitt Claypool from VPL Architects. The Airport Board contracted with CMT for the design and bid phase of the terminal modifications project. The project includes ADA modifications. VPL Architects has been subcontracted as the architects for the project.

Mr. Palladino reported that the draft for the bid design drawings and specifications are finished for the terminal modifications. He reviewed them with everyone. Included is the index for the contractors to use suggested manufacturers. The estimate for the project is \$122,000. When publicly bidding the project, the bid accepted can't go over 10%.

Mr. Rush reported that it was estimated by VPL early on that the project would be around \$80,000.

Mr. Palladino stated that originally the \$80,000 was an estimate before plans were finished. The original estimate was based on current square footage. The plans today after doing a line by line estimate are now up to \$122,000. This includes prevailing wages and the bathrooms will be stripped down to bear studs. He was surprised that the amount increased when the plans were finished.

Mr. Heaton stated that he wanted to make sure the Board of Commissioners will be on board for the renovation of the bathrooms. They were renovated around 10 years ago.

Ms. Knisley reported that their bathrooms at the Courthouse were renovated by ADA standards a few years back.

Mr. Heaton reported that the plans appear to have a minor math error in the bid specification/plan. He believes the new estimate will be around \$93,000.

Mr. Rush stated that he would like Mr. Palladino to go back and re-calculate before the Board talks about removing any of the renovations.

Mr. Palladino will go back and re-calculate the bid specifications plan and will send to Mr. Heaton. He will also add the index, submittal, and closeout section. He did not do a site plan since the land was owned by the county and there is a lot of land surrounding the location. He will proceed with permits.

Mr. McNeer stated that he supports the \$93,000 project but does not support the project if over the amount.

**Fairfield County Airport Authority Special Board Meeting
3430 Old Columbus Rd NW
Carroll Ohio 43112**

Minutes/Notes for May 26, 2015 Meeting to discuss Terminal Modifications & Future Capital Projects

Mr. Heaton stated that they will present the final plans at the next Board Meeting on June 8.

Mr. Palladino stated that it is possible to do alternate bidding if necessary but he did not use elaborate fixtures and finishes in the plans.

Future Capital Improvement Projects

Mr. Rush reported that there have been discussions regarding the Terminal roof and mansard.

Mr. Palladino reported that there are current roof problems. Flashing is delaminating on the roof and water is resting. There is currently a scupperless draining system on the roof. Today's code states that the roof needs 2 scuppers. The water now can build up to an average of 18 inches high. The current gutters are huge and very clean. There will need to be a new cap flash installed for the mansard. There will be 2 parking lot lights removed. There will be new parking lot lighting that is LED. Some conduit will be replaced and roofing from deck will be removed. Bathroom fans currently do not go outside. They will be correcting the fan ventilation to go out through the roof. A platform will be built to hold the current satellite dishes. A rough estimate of \$38,400 is projected for the project.

Mr. Rush will check on if the Airport needs both satellite dishes.

Mr. Heaton is checking on a pothole that is currently in the road near the parking lot.

Mr. Palladino also recommended that handicap signage be re-stamped in the parking lot. There will need to be 1 handicap space for van access that is 10 foot wide with an 8 foot aisle. Another handicap space is needed that is 9 feet wide with an unload area on the opposite side.

Mr. Heaton reported that the parking lot improvements would be a low priority for the FAA for future reimbursement. Overlaying the runway is # 3 on the FAA CIP. The project is approximately \$1 million with a 10% match in Fiscal Year 2017.

Mr. Heaton will bring layout for parcels for future FAA Land reimbursement for acquisitions of properties. All expenses for acquisitions are eligible but the Airport will have to pay for all upfront costs. West-end and East-end acquisitions for properties will help with the tree line visibility. The Shaffer and Paulus properties still need to give permission for trimming their trees. There are no easement rights.

Mr. Rush reported that the FAA took the approach down in Cambridge because the trees were not cut.

Mr. Heaton reported that the fencing for the security of the wildlife is an eligible FAA cost.

**Fairfield County Airport Authority Special Board Meeting
3430 Old Columbus Rd NW
Carroll Ohio 43112**

Minutes/Notes for May 26, 2015 Meeting to discuss Terminal Modifications & Future Capital Projects

Mr. Rush reported that HAS put up a temporary fence around the old Hangar K that was demolished. He also asked that the access to Ohio Skydiving Center be considered. He will talk to Mr. Eversole.

Mr. Heaton reported that he talked to Steve Slater about his future plans for his helicopter operation. He suggested that Mr. Slater talk to Gorsuch about his empty hangar.

Mr. Rush reported that Mr. Slater would like to build a 70 foot by 100 foot hangar. It is possible that the county could do a similar land lease that was done with the Gorsuch Hangar H. The land lease is for 25 years and then the building comes back to the county. The county will own the Bolger Hangar A. in less than 5 years.

Mr. Rush reported that hangar door inspections are completed annually. He will have the FBO inspect the roofs on the hangars.

Mr. Rush reported that the snowplow has been repaired. It should be up to 100% working order. The fuel truck may need replaced or repaired. The fuel exhaust is not working properly. There are newer fuel trucks available for purchase at Rickenbacker Airport.

Mr. Rush also reported that paving may need done near the gravel area. It is heavily used.

Summary of future capital projects:

1. *Rehabilitate Terminal Roof & Mansard*
2. *Repair Terminal Parking Lot*
3. *Repair/re-asphalt vehicle road between southeast security gate and hangar rows on east end*
4. *Commence process to acquire land under and around RPZ on west end of runway*
5. *Acquire easement/obstruction clearance on east end of runway*
6. *Replace temporary fencing from east of terminal running south to Hangar J*
7. *Fuel Truck rehabilitation*

Adjournment

On motion of Bill McNeer and second of Lonnie Rush, the Fairfield County Airport Authority Board voted to adjourn at 4:44 p.m.

Next meeting is scheduled for June 8, 2015 at 6:00 p.m.

Fairfield County Airport Authority Special Board Meeting
3430 Old Columbus Rd NW
Carroll Ohio 43112

Minutes/Notes for May 26, 2015 Meeting to discuss Terminal Modifications & Future Capital Projects

Meeting minutes/notes for the May 26, 2015 Special Board meeting were accepted on June 8, 2015.

Aye
Glenn Burns

Aye
Bill Fagan

Aye
Lonnie Rush

Aye
Jon Kochis

Absent
Michael Kaper

Absent
William McNeer

N/A
Vacant Member

Staci A. Knisley
Staci A. Knisley, Airport Clerk