

**Fairfield County Airport Authority Special Board Meeting
3430 Old Columbus Rd NW
Carroll Ohio 43112
Minutes for June 11, 2014**

Meeting to order

Dr. Glenn Burns called the meeting to order at 6:33 p.m. with the Pledge of Allegiance. Board Members present at this meeting were Glenn Burns, Dave Roebuck, Lonnie Rush, Martin Lohne and Bill Fagan. Absent were Bill McNeer and Kurt Lape. Also in attendance were: Lonnie Watts, Larry Craig, Al Moyer, Pat Rooney, Eric Meister, Kip Kelsey, Chris Chapman, Steven Slater, Pat Ferguson, Neil Peterson, Jarrod Hammond and Staci Knisley.

Dr. Burns stated that the purpose for the special meeting was to discuss the Minimum Standard Operations plan.

Opportunity for the Public to Address the Board

Dr. Burns announced that each member of the public that wished to speak has a guideline of three minutes.

Mr. Chris Chapman addressed the Board. His letters addressed to the FAA and conversations with the FAA were reactions to what he perceived that the rules for skydiving were being implemented frivolously with mal intention of putting a negative impact on the Ohio Skydiving Center (formerly Skydive Columbus). His opinion is that the Authority's mission should be to promote businesses and aviation. His business fits into both categories. The rules that were implemented weren't implemented to solve a problem. His business flight times are down significantly from last year because of the rules implemented. The number of days operating are down from last year due to the shut-down times and worrying about issuing NOTAMs. With the decrease of days operating, the county is selling less fuel. This is a negative impact on the airport. Less people are coming out. Less population for businesses.

Mr. Chapman stated that there are comments going around that he is not following the rules and during certain things. The Board is operating with a full set of facts. This is misinformation. We are following the rules to the best of our ability in an effort to satisfy our customers and to keep our doors open.

Mr. Chapman stated that there are still problems with parking. A few years ago he and three Board members had discussions about parking. The parking was sufficient for the businesses at that time, Skydive Columbus, Company Wrench and Sundowner Aviation. All businesses were operating at their peak. Sundowner Aviation is no longer back there. Company Wrench does not use the parking. The only business is his, Ohio Skydiving Center.

Dr. Burns stated that during Monday's regular meeting it was suggested that we suspend or abandon the rules for Skydiving. The FAA recommended that any rules that the Board adopt should apply to all tenants and written in the Minimum Standards.

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Mr. Chapman stated that he is always open for discussion. He does not see that there is a problem to be solved. He stated that there is a perceived problem that is being solved.

Mr. Rooney passed out the proposed rules for skydiving that are intended to be incorporated into the Minimum Standards Operations plan.

Mr. Chapman requested that the Board review the rules and he would like to ask questions as they go along.

Dr. Burns stated that problems with security and safety has been brought to the Board's attention from the Transportation Security Administration (TSA).

Discussion of skydiving rules, proposed to be added in the Minimum Standards Operation plan

Mr. Rooney reviewed the following proposed rules to be added to Section VI General Standards for all commercial operators:

- E. If operator has more than 25 visitors/customers in a week, toilet facilities will be provided by the operator.

Mr. Rooney stated that having this section added is due to safety. This keeps people safe by not running around looking for a toilet at the Airport.

Dr. Burns stated that the current porta potty is available for customers, tenants and the public.

Mr. Kelsey stated that one porta potty was originally set on the Airport. This was the furthest point from the FBO. Then the J hangars were built. Then the alleyway became a concern. Then another porta potty was put in across from Skydive Columbus hangar due to the amount of customers using the facility. Now that one porta potty is gone it makes more sense to locate it near the Ohio Skydiving Center hangar due to the location of all tenants. Dr. Burns suggested that striking "E" by relocating the current porta potty during special events.

- F. If operator has needs to park more than 5 cars inside the fence (Airport Operating Area), the operator will request and airport management will provide a parking plan that considers the operator needs, the tenant needs and the good of the airport.

Mr. Rooney stated that this protects the rights of tenants to have parking spots and improves safety.

Mr. Chapman stated that he does not understand the concern of parking. There is one tenant back there.

Mr. Rooney stated that having 3-4 spots back there for Mr. Chapman is workable if he can figure out how to keep people off of the taxiways.

Mr. Steven Slater asked how many people have complained about parking.

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Mr. Rooney responded that he has had 2 or 3 people complain. The biggest problem is the safety of the people walking down the taxiway.

Dr. Lohne feels that this section is flexible enough. The operator will come to the Airport Manager to request a parking plan.

Mr. Neil Peterson stated that in Ohio Skydiving Center's operating plan it states that no vehicles occupied by a staff member or a pilot are allowed on taxiways. The only vehicle on the taxiways is our fuel cart. He agreed that this was a safety concern.

Mr. Slater asked how many spots are needed back there for hangar tenants. Mr. Rooney responded that 2 are needed. The problem is that the customers are walking on the AOA.

Mr. Moyer asked how these rules applied to HAS. Mr. Rooney stated that HAS already comes to the Airport manager for a parking plan when they have events. Mr. Moyer stated that there can be 10 cars back there often. If these rules are implemented they would be in violation. Mr. Moyer feels that the rules are overstated.

Mr. Jarrod Hammond recommended a stripe of paint off the hangar wall that states "pedestrians stay within this".

Mr. Kelsey stated that there is a drainage ditch that has a steep slope. Has a hard time getting his truck out. He recommends that they create a solution by adding a clear path for customers.

Mr. Slater stated that there are people walking all over the airport, not just at the Ohio Skydiving Center hangar.

Mr. Chapman stated that there is very little activity on the taxiway near his hangar. Geoff Combs and the other tenant near him flies out no more than twice a day.

Dr. Lohne suggested that the Board move on with discussing the proposed rules. There has been enough discussion from the public to move on.

- G. Operator is responsible for the safety of the customers they allow into the Airport Operating Area (AOA) and will develop and implement a plan to insure they stay on the access roads and of all taxiways, aprons and runways and away from all aircraft unless they are escorted by someone familiar with the operation.

Mr. Kelsey stated that there was an issue about cars not knowing where to park when visiting the Ohio Skydiving Center. They have addressed that by being vigilant to where the customers park. To follow along with Mr. Rooney's suggestion for safety, the Ohio Skydiving Center is happy to put in some painted line or sign to help control the traffic or customers.

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- H. If NOTAMS are needed by the operator they will be coordinated with airport management NLT 24 hours prior to the need. Operators will not attempt to enter any information into the Airport Directory without the coordination of the Airport Board.

Mr. Jarrod Hammond asked for clarification on issuing a NOTAM due to weather.

Mr. Kelsey stated that this is now a moot issue.

Mr. Chapman stated that the FAA issues NOTAMs.

Mr. Moyer stated that when HAS flies the Young Eagles, they make it a point to have a pilot with the kids. There has to be more effort in controlling the people in the alleyway.

Mr. Chapman stated that the Aerobatic Chapter is not supporting our aerobatic box due to the current issues that Airport has. In essence we have closed the aerobatic box.

Mr. Chapman asked that "Airport" be added between "if and NOTAMS"

Dr. Lohne stated that he is fine with that change.

- I. Gate codes will not be given out to customers/visitors unless operator has previously met them, and can vouch for their character and know they know the way to the operator's area. Visitors/customers can be met at the gate and escorted to parking to insure they know where to park and what areas to avoid.

Mr. Chapman stated that the best option is to leave the gate open while the skydiving business is operating. It will be closed when not operating. One of things that we noted is that when giving the customers the code they enter any gate they can enter. If we leave it open, then there is only one entrance for them to use. If there are further concerns they could paint yellow lines where the road intersects with the hangars and between the hangars to control where the customers enter.

Mr. Chapman stated that they have not been leaving the gate open per the skydiving rules is because they would have to get a porta potty and can't park our customers where we want to. We felt this was better for our customers.

Mr. Rooney stated that Mr. Chapman was authorized to leave the gate open per the rules.

Mr. Kelsey stated that if the gate was open per the rules then we could not park the customers on the grass. In order to park people they had to close the gate.

- J. Entry gates to the Airport Operating Area will not be left open for customers except on special occasions and then only with Airport Board permission for each event.

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Dr. Lohne stated that the public has been given enough time for comment. He recommended that the Board reviews and makes decisions on the proposed rules.

Dr. Burns recommends that E. be stricken. (If operator has more than 25 visitors/customers in a week, toilet Facilities will be provided by the operator)

Approval to Rescind the Rules for Skydiving, amended and approved on May 12, 2014

On motion of Martin Lohne and second of Lonnie Rush, the Fairfield County Airport Authority Board voted to rescind the rules for skydiving, previously approved on May 12, 2014.

Voting aye thereon: Lohne, Rush, Burns, Roebuck and Fagan.

Approval of adding the rules for skydiving to the Minimum Standards Operation Plan

On motion of Martin Lohne and second of Bill Fagan, the Fairfield County Airport Authority Board voted to Approve adding the rules for skydiving to the Minimum Standards Operation Plan. See below:

Discussion: Mr. Rush stated that there is no need to discuss toilet facilities in the Minimum Standards Operation Plan. Strike the original section e. Dr. Burns stated that the porta potty would be moved closer to the Ohio Skydiving Center's hangar.

E. If operator needs to park more than 5 cars inside the fence (AOA) operator will request and airport management will provide a parking plan that considers the operator needs, the tenant's needs and the good of the airport.

F. Operator is responsible for the safety of the customers they allow into the Airport Operating Area (AOA) and will develop and implement a plan to insure they stay on the access roads and of all taxiways, aprons and runways and away from all aircraft unless they are escorted by someone familiar with the operation.

G. If Airport NOTAMS are needed by the operator they will be coordinated with airport management NLT 24 hours prior to the need. Operators will not attempt to enter any information into the Airport Directory without the coordination of the Airport Board.

H. Gate codes will not be given out to customers/visitors unless operator has previously met them, and can vouch for their character and know they know the way to the operator's area. Visitors/customers can be met at the gate and escorted to parking to insure they know where to park and what areas to avoid.

I. Entry gates to the Airport Operating Area will not be opened for customers except on special occasions and then only with Airport Board permission for each event.

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Voting aye thereon: Lohne, Fagan, Rush, Burns and Roebuck.

Mr. Rooney requested that the Airport Manager be notified a day ahead when there is skydiving is in operation. Mr. Rooney stated that he or someone from his staff will check his email at 5:00 every day.

Mr. Chapman stated that It is defined that March through October, we will be operating every Saturday and Sunday. He will notify the Airport Manager when skydiving is in operation on any other days.

Mr. Kelsey stated that he will get with Mr. Rooney to facilitate how to notify the Airport Manager.

Mr. Kelsey stated that he appreciated moving forward tonight. He and Mr. Rooney discussed the incident regarding recommending the public to use a Xenia skydiving operation.

Dr. Burns recommends that they move passed the incident.

Adjournment

On motion of Lonnie Rush and second of Bill Fagan, the Fairfield County Airport Authority Board voted to adjourn at 7:58 p.m.

Next meeting is scheduled for Monday, July 14, 2014 at 6:00 p.m.

Meeting minutes for the June 11, 2014, were approved on July 14, 2014.

Aye
Glenn Burns

Aye
Bill Fagan

Absent
Lonnie Rush

Absent
Kurt Lape

Absent
Martin Lohne

Abstained
William McNeer

Aye
David Roebuck

Staci A. Knisley
Staci A. Knisley, Airport Clerk