

LICKING COUNTY REGIONAL AIRPORT AUTHORITY

Newark-Heath Airport-Treneff Field

530 Heath Rd, Heath OH 53056
licking.county.airport@gmail.com



May 14, 2024

Regular Meeting Minutes

Present: Mr. Treneff, Mr. Bailey, Mr. Erhard, Mr. Huff, Mr. Hurt, Mr. Corban, Mr. Price, Mr. Straub (video), Mr. Johnson, Mr. Dewey

Absent:

Video/Teleconference: Ben Cooley, CMT Eng.

Public Visitors: Aviation Works, George Fackler & Elijah Snow

Mr. Treneff called the meeting to order at 4:30 pm.

Mr. Erhard made a motion to approve April 9, 2024, Regular minutes, seconded by Mr. Huff, roll call was made, 9 yay, physically present and 1 yay by Video, motion passed.

The Treasurer's April 2024 General & FAA Financial & Project's reports were 'Received'.

Treasurers Report/Compliance

- Mrs. Duffey reported:
 - McMillen Farms yearly 2024-25 rent was received, \$10,000.
 - 2023 County Audit is going well; I have completed my work with Rea & Assoc. on Capital Assets, Inventory & Financial Statements prep for County. The Hinkle system requirement will be submitted by Rea & Assoc. in May.
 - 2023 State Audit Review; the audit started January and will go to June 30, 2024. All is going well. On May 2, the State Auditors held a meeting, which I attended with the Licking County Commissioners. The purpose of the meeting was to share the State Auditors planned audit objectives, scope, changes, and approach. The Airport Board Members will be required each year to fill out the Fraud Questionnaire.

The following bills are presented for approval:

<u>Bills paid via General Account</u>			
A.Awards Plaques	inv 91506 (4-30-24)	\$1,124.93	General
CMT Engineers	inv 0234592	\$4,189.50	General
Jess Howard Electric	inv 169326	\$105.00	General
Centratech	inv 47705	\$91.16	General
Able Fence of Columbus	inv 23679	\$19,978.00	General
Pyatts Petroleum	inv 41524	\$1,065.00	General
Rea & Associates	inv 1370342	\$2,730.00	General
JCC Consulting	inv LCRAA_20240425	\$1,050.00	General

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State of OH UST Fund	#6547 NBR: 417186	\$1,650.00	General
Houston Plumbing & Heat	inv 17789	\$400.00	General
Dave Hall	inv 5	\$193.49	General
Mid OH Security & Electric	inv 24205	\$8,535.00	General
Terry Treneff	Minutemen Press, Home Depot, Amazon	\$182.51	General
PNB Visa CC	April payment	\$102.40	General

Deposits into General Acct. - Grant/County/FAA/ODOT/Misc. **(Reported after the Previous months meeting up to current meeting)**

- \$14,024.76 Jess Howard Electric refund from overage pd on ck # 3682 (4-22-24)
- \$18,555.85 FAA AIP 036-2023 grant, GMGC RR #2 (5-10-24)
- \$10,000 McMillen Farms Lease payment for 2024-25 (5-14-24)

Bills on Hold: n/a

Mr. Bailey made a motion to approve the bills, seconded by Mr. Price, roll call was made, 9 yay, physically present and 1 yay by Video, motion passed.

FAA Projects

FAA AIP FY24 Grant Application

- After CMT discussion and explanation, Mr. Price made a motion to apply for the FAA AIP FY24 grant to reimburse advancement funds for (AIP 034-2022) Terminal Parking Lot, seconded by Mr. Erhard, roll call was made, 9 yay, physically present and 1 yay by Video, motion passed.

FAA AIG FY24 Grant

- Pending further discussion with FAA regarding Master Plan Update Scope of Work review.
- Murphy Epsom is the public engagement company Mr. Cooley, CMT Eng. thinks would be beneficial in communicating the RFQ Master Airport Plan with the public if the Airport Board desires to hire.
- The full process of the RFQ could easily take up to 18 months to complete.

AIP 2020, FAA FY20, 3-39-0061-030-2020, CMT Eng. Design & Bid Terminal Building, phase I

- CMT Eng

AIP 2021, FAA FY21, 3-39-0061-031-2021, CMT Eng. Design & Bid Only for PK Lot, Apron & Taxilane to Maintenance Hgr

- Nothing new to report.

Construct Terminal Parking Lot - AIP 2022, FAA FY22, 3-39-0061-034-2022 & ODOT M23-29

- Nothing new to report.

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BIL ATP, FY22, 3-39-0061-035-2022, Grant Total \$2,632,041

- **Vault Total \$315,185**
 - Nothing new to report.
- **Construct Terminal Bldg 4,330 sf, Estimated total \$2,316,856 County \$752,978.20**
 - Nothing new to report.

AIP 2023, AIP 3-39-0061-036-2023, Grant Total \$1,153,600 (FAA 90% \$1,038,239, ODOT SFY24 (M24-32) State 5% \$57,680, County 5% \$57,681) FAA & NOAA are responsible for moving the ASOS.

- ❖ **Construct Terminal Hgr Taxilane (175'x135') & Terminal Apron (5,200SY). (Kwest Group)**
 - Work started, earthwork and drainage ongoing.
 - Work should be completed by the end of May to the beginning of June.
 - CMT will send out notices to FBO and Board when the closure happens in front of the Maintenance hangar.
- ❖ **Demolish Old Terminal bldg. (GM General Contracting)**
 - Nothing new to report

ODOT 'ONLY' Projects

ODOT SFY25

- ODOT application is due May 1, 2024. Local match will be 5%.
- The following application options will be prepared and submitted to ODOT:
 - \$497,325 Reconstruct Runway 9/27 Lighting; Replace Runway REILS
 - \$346,655 Terminal Apron (A) Rehabilitation

ODOT SFY22, 22-17, Rehabilitate Runway 9/27 Phase II, Micro surfacing, and Markings

- ODOT close out inspection was completed the first week of May.

ODOT SFY23, 23-19, (Competitive Grant) OH Airport Grant Program to Replace Runway 9/27 NAVAIDs (PAPIs), Jess Howard Electric

- PAPIs are installed and commissioned, grant closeout with ODOT pending.
- ODOT close out inspection was completed the first week of May.

Public Comments / Questions

- n/a

FBO Report

- Elijah Snow reported the current T-Hangar fire extinguishers could cause airplane corrosion if not cleaned off when used.
- The fire can lid by the fuel pumps has been strapped down.
- The new FBO weekend hours are reported to be working out.

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- There was more discussion about purchasing AED (Automated External Defibrillator) for the airport and putting them in certain locations. Fire Departments will provide training. Prices and type need to be researched further.
- Two zero turns are down and need maintenance done. The ZD21 zero turn needs a new battery. The Board asked George to get them fixed.
- Aviation Works asked the Airport Board if they would be interested in becoming members of the Licking County Chamber of Commerce. The cost for 1-30 people is \$315 per year. After discussion, Mr. Dewey made a motion for the LCRAA to become a business member for \$315, seconded by Mr. Huff, roll call was made, 9 yay, physically present and 1 yay by Video, motion passed.
- FBO reported 15 Licking Heights educators visited/toured the airport. The discussion was about how to bring aviation into the classrooms.
- The FBO staff needs training in how to use the security system keypad.
- The FBO reported that a tenant cut a hole into his metal siding hangar for ventilation.
- Mr. Fackler stated someone was interested in holding a graduation party at the airport. Their son received his Private Pilots Certificate from Aviation Works, graduated high school and is heading to the military. No decision was made, the Airport Board stated only aviation related activities could be held at the airport. The Board felt a deposit should be requested to pay for any clean up and damage. For clarification regarding events wanting to be held in the FBO, it was suggested the Airport Board write up a policy.
- Two of the four FBO rental/lessons aircraft are up and flying again.
- Aviation Works monthly grill out is Thurs. May 16. Thirty-two people RSVP.

Operation Report

- Accepted

Airfield Inspection Report

- Received

Committee Reports: FBO & other Leases Review Committee (Erhard, Hurt, Corban, Huff)

- Farmers Lease: see Old Business

Old Business

- Houston Plumbing and Rice Excavating worked on the sinkhole by the Auxiliary space bedside George Fackler box hangar. Mr. Dewey reported Todd Rice estimated the cost between \$4,000 & \$5,000 with the patching of the asphalt. There was no discernable cause for the plumbing/sewer line break.
- The Terminal perimeter fence on the west side is now completed.
- Moved old Maintenance hangar Local Project: The hangar door is up and operable but waiting on Sam Slabaugh to put the metal on the hangar door. CPW Painting needs to finish painting the roof of the old maintenance hangar and is waiting for the go ahead from the Board.
- Nothing new to report on obtaining new airport building signs.
- Abby Marshall, representing the Ohio History Connection, recently reported by e-mail that their reviewer with The National Park Service and those at the Ohio History Connection believe that the "integrity of the resource" (the beacon tower and associated building and concrete arrow)

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warrants moving forward with the nomination of the site to become listed on the National Register of Historic Places. She has offered to prepare the nomination. After discussion, Mr. Corban moved for approval of proceeding with the nomination by cooperating with Abby Marshall's preparation of same, seconded by Mr. Hurt, roll call was made, 9 yay, physically present and 1 yay by video, motion passed.

- There was a discussion about what to use the old maintenance hangar for. The building has light, heat and a new hangar door and could house 4-5 airplanes, depending on the sizes. An estimate to build a new simple storage building for the airport's board equipment and trucks was requested from Sam Slabaugh Const. Rent received from renting the old maintenance hangar would pay for the new equipment building. Discussion for size was generic; 50x60 with two large doors for the trucks, electric, with a gravel base at this time.

New Business

- The most recent fence crash along Heath Rd has been repaired.
- Mr. Treneff handed out copies of the LCRAA 2001 Airport Standard of Operations to Board Members, Aviation Works, Georger Fackler and Elijah Snow. The ASO needs to be reviewed and updated, more discussion is needed.
- The quotes from CPW Painting to paint the oldest string of hangars (3 stand alone and the six that are along the side of them) are, \$31,188 painting (roofs only) with Uniflex roof coating, painting (roofs & sides) with Uniflex \$45,000 and a quote from Edwards Sheet Metal to cut off and replace bad metal, \$6,480. After discussion, Mr. Hurt made a motion to proceed with CPW Painting (roofs only) \$31,188 and Edwards Sheet Metal quote for \$6,480, totaling \$37,668, seconded by Mr. Bailey, roll call was made, 9 yay, physically present and 1 yay by Video, motion passed.
- After a brief discussion, the Board decided against making the old T-hangars marked for historical designation.
- Some pilots have reported issues with the new PAPIs lights and think the trees on the west end of the runway are the issue. The FAA cleared the PAPIs for accuracy. The Board will ask CMT Engineers to have a company shoot the line to make sure the trees are not the issue.
- After discussion, the Board agreed to have the County Prosecutor pursue the two people who crashed into the fence along Heath Rd.
- There was discussion about unwanted dumping in the airport's dumpster.
- Mr. Erhard suggested installing two high resolution security cameras facing each end of the runway on top of the Beacon tower.

President Misc. Report

- It was suggested to put the Dedication bronze plaque outside under the portico on the left side of the entrance.
- The new Beacon is installed and shining brightly. A Special thanks go to 5 volunteers! It was discovered during the process that there is a dedicated Beacon wire that runs from the new vault, across the parking lot and over to the Beacon. The Beacon turns on by a photocell. Mr. Bailey suggested the wire get tagged stating Circuit line # 23 Vault. Mr. Johnson made a motion to give \$100 gift cards to each of the non-Board Member volunteers who helped install the Beacon light, pending that Mrs. Duffey verifies it's in compliance and is allowed, seconded by Mr. Bailey, roll call was made, 9 yay, physically present and 1 yay by Video, motion passed.

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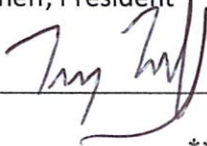
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- Airport Improvement Magazine is going to write an article on the improvements recently made to the airport.
- The plans for the Airport Dedication, August 24 are coming along nicely. The Friendship Club raised \$20,000 and has acquired ninety in-kind gift cards and other stuff to give away. Need one more person to judge the morning car show. Looking for volunteers to help with the Car Show boot in the morning.


Regular Meeting adjourned 6:35 pm.

Minutes are approved and attested to by the following:

Terry Treneff, President



Mary Beth Duffey, Treasurer/Administrator



**** Next meeting, Tuesday, June 11, 2024, at 4:30 pm
Airport Terminal, 530 Heath Rd Heath, OH 43056 ****



Licking County Regional Airport Authority Agenda

Newark-Heath Airport – Treneff Field

May 14, 2024

Roll Call

Approve Minutes

- April 9, 2024, meeting minutes

Treasurers Report

- Reports for April 9, 2024

Bills for Consideration

Projects Status

- CMT Eng: **Action Item:** AIP FY 24 Application due May 20, 2024

Board Priorities

- Dedication Ceremony – Update in Presidents report

Public Comments/Questions

FBO Report

- Remind George F. Board requested Financial Info in February, including Mechanic Sub Agreement
- Rental plane update

Old Business

- RFQs – Master Airport Plan?
- Building Identification signs – Bob to Procure
- Moved Maintenance Hgr-New door, operable, needs skin
- Sinkhole status update

New Business

- Discuss Moo Moo Jet proposal for old moved maint. hgr
- West tree obstruction
- Fence crashers follow up

President Misc. Report

- Bob Erhard – to Draft LCRAA Nav and Visual Aid Maintenance Policy
- UST Registration done for 2024-25
- Airport Improvement magazine interview
- Dedication Update
- Beacon up – Thanks Dave Hall-Jim Lemley-Dan Glaze-Newark Fire Dept.

Adjournment