

Put-in-Bay Township Port Authority
Regular Board Meeting Minutes from October 19, 2022
Put-in-Bay Township Building@ 5:00 pm

Meeting ~ 5:00 pm

Pledge of Allegiance

Roll Call: Rick Ziebarth, Bob Stausmire, Chris Ladd, Mark Friebe, Lorna Strayer,
Secretary, Rosann Keiser

Minutes October 19, 2022

Motion to approve: Rick Ziebarth

Second: Mark Friebe

Roll call: Mrs. Strayer yes, Mr. Friebe yes, Mr. Ladd yes, Mr. Stausmire yes, Mr.
Ziebarth

Correspondence:

A thank you note from the Great Lakes Island Alliance was sent to the Port Authority for speaking to the group at the Put in Bay Airport Terminal about the Port Authorities history and projects in the past and present.

Public Participation:

Pilots Association:

Voucher to be Approved:

Motion to pay the bills: Chris Ladd

Second: Mark Friebe

Motion passed with no objection.

Motion to pay the payroll: Rick Ziebarth

Second: Lorna Strayer

Motion passed with no objection.

Roll call: Mrs. Strayer yes, Mr. Friebe yes, Mr. Ladd yes, Mr. Stausmire yes,
Mr. Ziebarth yes.

Financial Reports:

- a. Revenues & Disbursements and Balance Sheet were reviewed.
- b. Past due accounts.

c. Supplemental Appropriations Resolution

Motion to submit the Supplemental Appropriations for 2022 of \$18,146.00 to Ottawa

County Auditor: Rick Ziebarth

Second: Lorna Strayer

Motion passed with no objection.

Roll call: Mrs. Strayer yes, Mr. Friebel yes, Mr. Ladd yes, Mr. Stausmire yes, Mr. Ziebarth

Motion to accept the State of Ohio UAN Accounting System per Agreement, monthly fee, and equipment: Rick Ziebarth

Second: Chris Ladd

Motion passed with no objection.

Roll call: Mrs. Strayer yes, Mr. Friebel yes, Mr. Ladd yes, Mr. Stausmire yes, Mr. Ziebarth

Marine/Harbor Report:

ODOT has updated their requirements for the revised scope for the Miller Boat Line dock project which includes the new ramps and the concrete for the ramp. ODOT will adjust their requirements for cold weather concrete. Mark Cencer, Engineer from C&S will have to draw the plans for the ramps per ODOT requirements.

USACE is still working on the Put-in-Bay Federal Channel "Cost Benefit Analysis" to determine economic feasibility for the project.

Bob Stausmire reported that the mooring balls in the Put-in-Bay harbor have been pulled for the winter. The board discussed and suggested that 5-6 of the mooring buoys could be eliminated on the west end of the harbor. Eric Booker will be contacted to evaluate the feasibility of removing a few of the buoys.

Airport:

The Middle Bass Airport drainage project started on October 10, 2022. The Airport will be closed for two weeks and reopen October 21, 2022. The markings, tiedowns and parking lot fencing will also be completed this fall. The board asked if new signage on the airport was part of the project? The board was informed that the signage is part of the project.

The posts for Karl Schmidlins sign will need to have the holes dug out and the post concreted in. It was suggested that we ask the contractor Miller Brothers if they could dig the holes and help set the posts in concrete. If Millers Brothers we cannot ask Schmidlin Construction if they can. The board asked to contact Jack Wertenbach at the Put-in-Bay Township about the proper sand be delivered to the Middle Bass Airport for the winter.

Westfield Electric found the power for the new windsock in the segmented circle at the Middle Bass Airport.

Old Business:

The board discussed the 2021 Audit results, and a response letter will be attached to the audit when submitted to the Port Authority website.

Lorna Strayer will send the board members a power point "Code of Conduct" and will discuss at the next meeting.

Lorna also suggested the board review the Port Authority Policy Manual at the November meeting.

Some of the board members interviewed 3 applicants for the Port Authority part time Administrative Assistant position. Beth Furner was chosen for the position.

Motion to hire Beth Furner as the new Administrative Assistant working 20 hours per week: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

Roll call: Mrs. Strayer yes, Mr. Friebe yes, Mr. Ladd yes, Mr. Stausmire yes, Mr. Ziebarth yes.

New Business:

Executive Session: Open at 5:45 pm
Closed at 5:53 pm

Next Meeting at Put-in-Bay Township Building
Monday, December 19, 2022, at 5:00 pm

Time: 5:57 pm

Motion to Adjourn: Rick Ziebarth

Second: Chris Ladd

Motion passed with no objection.

Roll call: Mrs. Strayer yes, Mr. Friebe yes, Mr. Ladd yes, Mr. Stausmire yes, Mr. Ziebarth yes.

Approved by: _____

Date: _____

Second: _____

Date: _____