

**Put-in-Bay Township Port Authority  
Regular Board Meeting Minutes from April 22, 2024  
Put-in-Bay Town Hall Building @ 5:00 pm**

**Meeting ~ Put-in-Bay Township Building 5:00pm**

Pledge of Allegiance

**Roll Call:** Rick Ziebarth - Absent, Bob Stausmire, Chris Ladd, Mark Friebe, Forrest Trisler - Remote, Rosann Keiser, Secretary, Beth Furner, Secretary.

**Minutes of March 25<sup>th</sup>, 2024**

**Motion to approve:** Mark Friebe

**Second:** Chris Ladd

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler - YES, Mr. Friebe - YES, Mr. Ladd - YES, Mr. Stausmire - YES, Mr. Ziebarth - Absent.

**Correspondence:** None.

**Public Participation:** Judy Berry is looking for a place to have a Pickle Ball court here on South Bass. The Board informed Judy that currently there isn't a place in the Port Authority property to build one. There was a discussion on possible location options for her to check out.

**Pilots Association:** No one in attendance.

**Voucher to be Approved:**

**Motion to Pay Bills:** Chris Ladd

**Second:** Mark Friebe

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler - YES, Mr. Friebe - YES, Mr. Ladd - YES, Mr. Stausmire - YES, Mr. Ziebarth - Absent.

**Motion to Pay Payroll:** Mark Friebe

**Second:** Bob Stausmire

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler - YES, Mr. Friebe - YES, Mr. Ladd - YES, Mr. Stausmire - YES, Mr. Ziebarth - YES.

## **Financial Reports:**

Payment Register

Receipt Detail (deposited funds)

Visa Report

March 2024 Reconciliations, Special Reconciliation is provided.

Past Due Accounts

Signature Page

**Motion to approve \$19,000 wire transfer from Regular Checking account at First National Bank on March 17<sup>th</sup>, 2024, to purchase the Put-in-Bay Airport bathroom trailer for pilots to be used during the construction of the Put-in-Bay Airport Terminal:** Chris Ladd

**Second:** Mark Friebe

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – Absent.

**Motion to approve travel expenses for the pickup & Delivery of the airport portable bathroom; transportation fees Ohio Turnpike \$7.50, fuel RT \$200.85, dinner \$54.06 and hotel \$124.00 total of \$386.41 to be paid to Rosann Keiser for the delivery service:** Chris Ladd

**Second:** Mark Friebe

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – Absent.

**Motion to reimburse Rick Ziebarth to pay for his plane fuel for transportation to look at the portable bathroom for the pilots during construction at the Put-in-Bay Airport up to \$400:** Mark Friebe

**Second:** Chris Ladd

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – Absent.

Credit Card processing handheld terminal arrived and is set up ready to go. Rosann volunteered her ATT Wi-Fi unlimited data to use with the credit card reader. It requires a private internet connection, and the mobile office internet will not reach the service building.

The Board needs to update the First National Bank signature authority and remove resigned Lorna Strayer from the list and add new board member Forrest Trisler to the signature authority.

**Motion to remove resigned Lorna Strayer from the First National Bank Signature Authority and add new Board member Forrest Trisler to the Signature Authority:** Chris Ladd

**Second:** Bob Stausmire

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES, Mr. Ziebarth – Absent.

**Marine/Harbor Report:**

The Ohio Edison SLL Resolution for new cable to be laid in the lake from Put-in-Bay to Middle Bass Island has been tabled. The Port Authority is waiting for Ohio Edison to return the completed application and \$75 application fee.

**Airport:**

The FAA has advised the Port Authority Engineer, Nick Makhloff and the Port Authority office that the SRE bidding process can be done by the Port Authority office since the estimated cost is less than \$150,000.

The Put-in-Bay Terminal Parking Lot Legal Ad and bidding will start soon. The Port Authority has received approval from the FAA to bid.

The Middle Bass Airport Wildlife Fence 90% of the design has been submitted to the FAA for review and with the FAA approval the bidding process will be started late of April. The grant application will then be submitted to the FAA by May 15<sup>th</sup>, 2024

**Old Business:**

There was a discussion on Rick Ziebarth working with Tim Niese regarding the 2024 Concert Agreement and Liquor Agreement.

There was discussion regarding the ruts on the Put-in-Bay Airport field from the 2023 Concert and having Tim Niese use a roller to smooth them out. The Board would like to give him 30 days to get this done as soon as possible or the Port Authority will do it and send an invoice to Tim.

**New Business:**

The Board discussed that Rick Ziebarth is currently working with Dustin regarding his Service Building Lease Agreement.

**Next Meeting at Put-in-Bay Township  
Monday, May 20<sup>th</sup>, 2024, at 5:00 pm**

Time: 6:34pm

**Motion to Adjourn:** Bob Stausmire

**Second:** Mark Friebe

**Motion passed with no objection.**

**Roll Call:** Mr. Trisler – YES, Mr. Friebe – YES, Mr. Ladd – YES, Mr. Stausmire – YES,  
Mr. Ziebarth – YES.

Approved by:



Date:

5/20/24

Second:



Date:

5/20/24