

**Put-in-Bay Township Port Authority  
Regular Board Meeting Minutes from January 20, 2024  
Put-in-Bay Town Hall Building @ 3 pm**

**Meeting ~ Put-in-Bay Township Building 3pm**

Pledge of Allegiance

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

**Minutes of December 18<sup>th</sup>, 2023**

**Motion to approve:** Rick Ziebarth

**Second:** Mark Friebe

**Motion passed with no objection.**

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

**Minutes from the December 18<sup>th</sup>, 2023, Executive Session**

**Motion to Approve:** Chris Ladd

**Second:** Rick Ziebarth

**Motion passed with no objection.**

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

**Correspondence:**

Rosann reported that Sue Fagan who is a property owner on the island called her about a job opening. Rosann believes that Sue saw the Township's job posting but Sue was not interested in that position. Sue sent her resume to the Port Authority.

**Public Participation:** None

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

**Voucher to be Approved:**

**Motion to Pay Bills:** Rick Ziebarth

**Second:** Mark Friebe

**Motion passed with no objection.**

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

**Motion to Pay Payroll:** Rick Ziebarth

**Second:** Chris Ladd

**Motion passed with no objection.**

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

**Financial Reports:**

Payment Register

Receipt Detail (deposited funds)

Visa Report

December 2023 Reconciliation our UAN 2023 – year end closeout is not available until closeout; a Special Checking Reconciliation has been provided.

Past Due Account

Sign Signature page.

**Motion to approve and sign fund transfers and reallocated funds for the end of the year:** Rick Ziebarth

**Second:** Mark Friebe

**Motion passed with no objection.**

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

**Marine/Harbor Report:** Bob reported that he met with ODNR about the North Bass and said another meeting will be scheduled to resume talks.

**Airport:**

The Put-in-Bay Airport has the pre application ready to submit to the FAA for the Put-in-Bay Airport Parking Lot Design for \$90,847 with local match to be \$9,085. The Snow Removal Equipment for \$175,000 with local match to be \$17,500.

The Put-in-Bay Port Terminal Asbestos requested from three companies for an estimate to remove the asbestos. They received two quotes from: Erie Environmental for \$33,970 and Total Environmental for \$47,650.

**Motion to approve the asbestos abatement for the Put-in-Bay Airport Old Terminal Building from Erie Environmental for \$33,970.00:** Rick Ziebarth

**Second:** Mark Friebe

**Motion passed with no objection.**

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

Rosann explained to the Board the importance of getting the Put-in-Bay Township Port Authority's SAM.gov account renewed and how difficult the process has been this year getting it renewed.

The Put-in-Bay Port Authority was approved for a Wildlife Deer Kill Permit here at the Put-in-Bay Airport. The residents permitted to hunt near (not on) the airport are David Dress, Gary Allred (Sheriff Deputy), and Jason Simon (Sheriff Deputy).

**Old Business:**

The Board was presented with the Fee Schedule for 2024. After a slight discussion, the Board decided to table the Fee Schedule until Spring.

**New Business:**

Rosann received an invitation to be on the ODOT & Ohio Maritime Plan Steering Committee for the 2024 year, which she felt very honored to receive the invitation.

**Motion to accept the invitation for Rosann to be on the ODOT & Ohio Maritime Plan Steering Committee for the 2024 year on behalf of the Put-in-Bay Township Port Authority:** Rick Ziebarth

**Second:** Chris Ladd

**Motion passed with no objection.**

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

**Next Meeting at Put-in-Bay Township  
Monday, February 19, 2024, at 5:00 pm.**

**Time: 4:15 pm**

**Motion to Adjourn:** Rick Ziebarth

**Second:** Chris Ladd

**Motion passed with no objection.**

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

Approved by:  Date: 2-26-24

Second:  Date: 2-26-24

Recorder: