

**Put-in-Bay Township Port Authority
Regular Board Meeting Minutes from November 18, 2024
Put-in-Bay Township Building @ 5:00 pm**

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

Pledge of Allegiance

Roll Call: Rick Ziebarth, Bob Stausmire, Chris Ladd, Mark Friebe, Forrest Trisler – Absent, Beth Furner, Secretary.

Minutes of October 14th Meeting.

Motion to Approve the Meeting Minutes: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Minutes of November 8th, Special Meeting.

Motion to Approve the Meeting Minutes: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Correspondence: None.

Public Participation:

Jake Market from the Miller Boat Line presented the board with a Joint Venture Agreement. There was a discussion on the Join Venture Agreement as well as the Miller Boat Line's break wall project. The Board would like to take time to review the Joint Venture Agreement until their meeting in December.

Dustin Shaffer from Island Air Taxi reported that he has a vending machine and an ATM machine that he takes care of and would like to set them up in the terminal.

Motion to approve Dustin Shaffer to place his vending machine and ATM machine in the airport terminal until April 30th, 2025: Rick Ziebarth

Second: Chris Ladd

Motion passed with no objection.

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

Pilots Association: None.

Voucher to be Approved:

Motion to Pay Bills: Rick Ziebarth

Second: Bob Stausmire

Motion passed with no objection.

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

Motion to Pay Payroll up to October 27th: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Financial Reports:

Payment Register

Receipt Detail (Deposited funds)

October Bank Reconciliation (not yet completed)

October Special Checking Reconciliation (not yet completed)

Past Due Accounts (not yet completed)

Governing Signature Page

Marine/Harbor Report:

Approve the Island Service Company invoice for Spring 2024 Buoy Maintenance, 2024 Spring Installation and 2024 Fall Winterization for a total of \$4,088.66: Rick Ziebarth

Second: Bob Stausmire

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

Airport:

There was a discussion on the Lloyd Pfahler project.

Motion to approve Chairman, Rick Ziebarth to send letters to ODOT that the Board concurs with the FAA and if the State of Ohio approves Lloyd Pfahler's project the Put-in-Bay Port Authority Board does not object: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve the Port Authority's Insurance invoice from Hylant for \$12,073 with a deductible of \$10,000: Chris Ladd

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve Kelly Mohn for Contracted 1099 services to help train Elizabeth Furner on the Port Authority's UAN system. Not to exceed \$30/hr.: Chris Ladd

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve Bev Shenkel for Contracted 1099 services to help train Elizabeth Furner. Not to exceed \$30/hr.: Chris Ladd

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve a pay raise of \$19/hr. to Elizabeth Furner for taking on new administrative duties: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve Elizabeth Furner to be signed up on the Port Authority's

Bank Accounts: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve Elizabeth Furner to be on the Port Authority's SAMS.gov

account: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Motion to approve Elizabeth Furner to be on the Port Authority's Delphi

Account: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

Old Business:

There was a discussion on listing the Port Authority's portable bathroom trailer.

Motion to approve Dustin Shaffer from Island Air Taxi to take care of posting the bid, selling and winterizing the Port Authority's portable bathroom trailer and to for \$500. With a minimum selling bid of \$18,000: Rick Ziebarth

Second: Mark Friebe

Motion passed with no objection.

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

New Business:

Motion to approve the C&S Engineer's invoice for Reconstruct Perimeter Fencing for the Middle Bass Airport, total \$633.18: Rick Ziebarth

Second: Bob Stausmire

Motion passed with no objection.

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

**Next Meeting at the Put-in-Bay Township Building
Wednesday, December 18th, 2024, at 5 pm.**

Time: 5:56 pm

Motion to Adjourn: Rick Ziebarth

Second: Chris Ladd

Motion passed with no objection.

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

Approved by: _____

in rif

Date: _____

11-14-24

Second: _____

Chris Ladd

Date: _____

12-14-24