

**MIAMI TOWNSHIP – DAYTON JEDD  
BOARD OF DIRECTORS MEETING MINUTES  
FEBRUARY 14, 2019**

Chair Tawana Jones called the Miami Township – Dayton JEDD meeting to order at 3:45 p.m. The following members of the board were present:

- Tawana Jones
- Ford Weber
- Terry Slaybaugh
- Chris Snyder

Mike Cross, City of Dayton; Kyle Hinkelman and Susan Davis, Miami Township; were in attendance.

The board excused Clay McCord from the meeting.

**Election of Officers**

The Chair, Tawana Jones, is appointed by statute in accordance to the JEDD contract. Chris Snyder motioned to keep the current slate of officers: Ford Weber as vice-chair, Clay McCord as treasurer and Susan Davis as secretary. Ford Weber seconded the motion. Ms. Jones aye, Mr. Weber aye, Mr. Slaybaugh aye, and Mr. Snyder aye.

**Approval of Minutes**

Terry Slaybaugh would like the second bullet point in the minutes to read: “The airport met the threshold for the number of aircraft operations into the airport. The FAA has determined the classification needs to be increased to handle the number of aircraft operations annually.” Ford Weber motioned to approve the minutes, as amended, from the December 4, 2018 annual meeting. Chris Snyder seconded the motion. Ms. Jones aye, Mr. Weber aye, Mr. Slaybaugh aye, and Mr. Snyder aye.

Mr. Slaybaugh asked if the unreserved fund balance of \$521,178, as reported in the minutes, is the cash on hand and if that ever gets disbursed. Mr. Snyder indicated there is no requirement that it gets disbursed outside of what is budgeted from one year to the next.

**Treasurer’s Report**

Ms. Jones asked Mr. Snyder to present the treasurer’s report. Mr. Snyder indicated the main difference between the December 31, 2018 treasurer’s report and the adjusted report is the 2018 third quarter income tax receipt of \$104,699.51 wasn’t received until January 2019 so the 2018 year-end report had to be adjusted. The actual revenue collected in 2018 was \$361,158.16 which was well above the budgeted amount of \$321,350.00. The adjusted treasurer’s report shows the distribution of \$270,868.62 back to the contracting parties and Ms. Jones said disbursement checks of \$135,434.31 to Miami Township and the City of Dayton were signed today. The December 31, 2018 ending fund balance after reserves and long-term maintenance is \$396,039.35. Mr. Snyder mentioned with board approval, if the JEDD has adequate cash on hand, not

otherwise obligated to the budget, an additional distribution can be made to the contracting parties. The unaudited pro forma 2018 financial statement included in the packet will be filed with the Auditor of State's Office next month. Ms. Jones reported the 2018 audit came out fine and the next audit will be in 2020. Terry Slaybaugh motioned to accept the treasurer's report. Ford Weber seconded the motion. Ms. Jones aye, Mr. Weber aye, Mr. Slaybaugh aye, and Mr. Snyder aye.

### **Update of the Miami Township-Dayton JEDD Master Plan**

Kyle Hinkelman said he just recently received information for the master plan from Mike Cross, but he still needs help with the following discussion items:

- Mr. Hinkelman will draft five to eight primary benchmarks to include on page six and will distribute to the board for input
- Will need date for the open house to create timeline in finalizing the master plan
- The following reports will be detailed in the master plan: Airport ALP, Airport Sustainability Master Plan, Juniper Study of Highest and Best Use, ODOT TIS, LJB Traffic Study and Utilities Assessment, Explanation of Austin Landing North and South, and the Dayton Christian Schools plan. If there are any other plans or studies to be included, please send them to Mr. Hinkelman
- More detailed information will be put in the plan regarding Dayton Christian Schools, FJM and the former Mead building.
- The master plan should be finalized a month after receiving information from the open house to include on page eight
- Mr. Cross will find out how many jobs are at the airport
- The board should review the specific plan recommendations/benchmarks listed on page 27 and give feedback
- Commander Aero has been sold and renamed First Flight Aviation and should be listed on page 15 under the airport section
- JEDD accomplishments should be noted in the plan such as:
  - Installed new flashing school zone lights and signage for Dayton Christian Schools
  - Provided a grant to bury utility lines for the Connor Group
  - Helped fund the fire exit signs for Commander Aero's hangar
  - Provided funding for airport studies for the City of Dayton Department of Aviation

Mr. Cross advised Nova Creative is scheduled to do a photoshoot of the airport. The township reached out to Austin Landing and received some photos of the airport that were captured from a drone. Mr. Slaybaugh stated drones near airports are becoming a big issue and asked Mr. Cross to have someone contact Kayla Long at Austin Landing to have a drone discussion.

Mr. Slaybaugh asked for an update to the Key-Ads digital sign going in at the airport. Mr. Snyder said Key-Ads made all the recommended changes to the sign and will go before the Zoning Commission and the Board of Trustees for approval.

Ms. Jones suggested the airport lobby needs to be spruced up; should have a wall or monitor displaying the history of the airport and welcoming folks to Miami Township.

### **Issues from Around the Table**

Susan Davis distributed the conflict of interest disclosure statements to the board of directors to fill out and sign.

### **Public Comments**

None

### **Next Meeting Date**

The board discussed having a meeting regarding the master plan before the next scheduled meeting; the board decided to meet on Thursday, March 28, 2019 at 3:30 p.m. at Dayton Wright Brothers Airport and hold May 16, 2019 as the tentative date for the open house.

### **Next Agenda Items**

- Completed Draft of the Master Plan

### **Adjourn**

Mr. Slaybaugh motioned to adjourn the meeting at 4:29 p.m.