

**DELAWARE COUNTY AIRPORT AUTHORITY**

**May 08, 2017 – 6:30 pm**

**401 W. Carl Simmons Drive**

**Muncie, IN 47303**

*Dr. Kurt Alexander called the meeting to order at 6:30 P.M. The following board members were present Dr. Kurt Alexander, Andy Munson, Rhonda Small. Also present Tim Baty, James Schafer, Jason Clearwater, John Ferrat, Martin Ingram, and Nick Trokar. Absent Ron Chambers*

**MINUTES:**

*The April 10, 2017 minutes were reviewed and accepted.*

***A motion was made by Andy Munson to accept the minutes as read  
2<sup>nd</sup> by Dr. Alexander 3 ayes***

**TREASURERS REPORT:**

*Tim Baty presented the Treasurers Report to the board.*

***A motion was made by to accept the Treasurers Report as given by Dr.  
Alexander 2<sup>nd</sup> by Rhonda Small 3 ayes***

**APPROVAL OF VOUCHERS:**

*The Vouchers for April 2017 Total \$48,332.89 were presented for payment.*

***A motion was made by Dr. Alexander, and 2<sup>nd</sup> by Andy Munson to  
approve the Vouchers for payment.***

***3 ayes***

**OLD BUSINESS –**

***Muncie Aviation/ Merks Entrance***

Martin and Tim spoke after last meeting, Martin met with Manor Bros Concrete to discuss entrance to Merks and Muncie Aviation and came back with a bid of \$43,900. 1600sq. ft concrete work, extend culvert pipe, curb. It is on Manor Brothers schedule for June. Muncie aviation 1/3 airport 2/3 participation. Martin discussed that this has been on the agenda many times dating back quite some time, he is willing to partner with the airport authority to get this done. The airport authority cost of this project would be \$29,266.66 which includes work on the culvert and airport property. A motion may be needed if money has to be taken from the cumulative fund, if money is available in general motion is void.

A discussion was on how to fund it, may need to come from cumulative fund but may be able to be made from general fund.

Martin discussed further the future projects at Muncie Aviation that will improve the appearance of the buildings.

Muncie aviation is responsible for paying upfront, Airport will pay when completed.

***A motion was made by Dr. Alexander, and 2<sup>nd</sup> by Andy Munson to approve and additional appropriation from the cumulative fund to make repairs to entrance to MAC and Restaurant. 3 ayes***

***A motion was made by Andy Munson, seconded by Rhonda Small to repair the entrance to Restaurant and MAC 3 ayes.***

#### ***Short Term Disability Insurance***

Tim received a quote for STD from the same company as our long term policy. The cost is 158.00 a month for all three employees. There will be a questionnaire that the employees will have to fill out prior to coverage.

Discussion was on policy vs. Self Funded, Jim discussed issues with self funding- Fairness, time usage, sublimation issues.

***A motion was made by Andy Munson to go ahead with a Short Term Policy by Sun Life Financial, Seconded by Dr. Alexander 3 ayes***

#### ***CD Maturity-***

Tim Advised the board that the final CD has Matured and has been moved to the Preferred savings account. Discussion on moving some of the cash from the checking account to the savings account.

#### **New Business-**

##### **Carl Simmons Drive Drainage**

Tim discussed repair to the Carl Simmons Drive Ditch on the South Side of the Drive. John Goth submitted a proposal re-cut ditch approximately 475 ft, for \$2750.00.

##### **Back Hoe Replacement**

Discussed more issues with the Back Hoe, more repairs were done. Tim presented three different Back Hoes from West Side Tractor Sales. All approximately 65-70K, Discussed on how we could fund through the Snow Removal Equipment in Cumulative fund. Andy had Discussion was made to

obtain a quote on repairs. A discussion was on cost of repair vs cost to purchase a new one.

*Discussion that the new Pick Up truck arrived, and that the Window blinds in tower have been delivered and installed to meet FAA requirements.*

*Fire Truck issues again discussed, the same leak appeared again, is worse. The pipe to the main turret is corroded and leaking. Tim is going to investigate options to repair and a cost estimate to repair.*

**ENGINEER- Jason Clearwater**

*Quarterly perf reports submitted to FAA las month. The final payment for Project 28 on May 4 closed that grant. 14/32 phase 2 bid last year construction this year. There is an upcoming pre- construction meeting. That project will start soon after. Brooks is asking to test strip in June. Discussion on Vassi Pappi project discussed the possibility to join the projects to limit closures. Brooks plant is north on 69. Plans for phase 3 south end reviewed and will need signed by board to authorize to let it out for bid. The advertisement is set to Run on May 10<sup>th</sup>, Pre-Bid Meeting May 23<sup>rd</sup> at 10 am bid opening Wednesday June 7 at 9 am. Grant application will be prepared for board meeting. Slight potential if Brooks is awarded the contract they may be able to work it out for this year. Very slight chance.*

*A motion was made to approve Phase 3 plans and authorize for bid, Motion by Dr. Alexander seconded by Andy Munson.* **3 ayes**

Jason discussed draft for phase 3 inspection services that would go along with grant application for approval for next month meeting.

**TOWER REPORT –**

*John wanted to thank the board for the shades. Traffic for April is down. Weather related*

<b><u>Category</u></b>	<b><u>May 2016</u></b>	<b><u>May 2017</u></b>	<b><u>2017 Difference</u></b>
<i>IFR Itinerant</i>	<i>310</i>	<i>288</i>	<i>-22</i>
<i>VFR Itinerant</i>	<i>1870</i>	<i>1123</i>	<i>-747</i>
<i>Local Operations</i>	<i><u>1676</u></i>	<i><u>578</u></i>	<i><u>-1098</u></i>
<b>TOTAL ARPT OPS</b>	<b>3856</b>	<b>1989</b>	<b>-1867</b>
<i>OverFlights</i>	<i><u>727</u></i>	<i><u>442</u></i>	<i><u>-285</u></i>
<b>GRAND TOTAL</b>	<b>4583</b>	<b>2431</b>	<b>-2152</b>

**ATTORNEY REPORT** – Discussion on the signage in front of restaurant.

**PUBLIC COMMENTS-**

Discussion on the BSU Alumni Fundraiser at the Ball Hanger for Education Abroad Funding. They had about 150 people attend.

**Motion was made to adjourn at 7:15pm by Andy Munson**

**3 ayes**

**The next board meeting of the Delaware County Airport Authority will be June 12 at 6:30pm.**



Kurt Alexander, President



Witness

**Prepared by Tim Baty**

