

DELAWARE COUNTY AIRPORT AUTHORITY
July 10, 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 Alexancer, Rhonda Small, Ron Chambers Also present Tim Baty, James Schafer, Paul Schafer ,John Ferrat, Rick Manes, and Nick Trokar.

Meeting called to order at 6:40 pm

MINUTES:

The June 12, 2017 minutes were reviewed and accepted.

***A motion was made by Dr. Alexander to accept the minutes as read
2nd by Ron Chambers 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 Ron
Chambers 2nd by Dr. Alexander 3 ayes***

APPROVAL OF VOUCHERS:

The Vouchers for June were presented for payment.

***A motion was made by Dr. Alexander, and 2nd by Ron Chambers to
approve the Vouchers for payment. 3 ayes***

OLD BUSINESS –

Budget Approval for DLGF Meeting for 2018

Tim Presented the 2018 Budget Proposal for 2018

General Fund \$618,495.00

Cumulative Fund \$ 425,000.00

Total Proposed 2018 Budget \$1,043,495.00

***A motion was made by Dr. Alexander, and 2nd by Ron Chambers to
approve the Proposed Initial Budget for submission for 2018.***

3 ayes

2018 Salary Ordinance 2017-02

Tim Presented the Salary Ordinance for the year 2018. Discussion was had about how competitive we were with other airports. Tim presented to the board the Job Descriptions from Columbus Airport in Indiana, the employees at this airport are paid less and there are less employees here. Tim discussed how we are working on getting them up to where they are in line with other airports our size, and reminded the board that the employees have not had a raise in several years if any prior to last year.

Discussion was had on possibly using a BSU student as an Intern, or seasonal part-time later in time.

Discussion was held on the future job descriptions and pay differences based on seniority and skill level.

A motion was made by, Dr. Alexander and 2nd by Rhonda Small to approve 2018 Salary Ordinance 2017-02 for submission for 2018 Pay rates and Salary.

Management

Tim requested that we approve a quote from Hoosier Technology for updating and maintaining our website. Initial cost will be \$2975.00 and yearly maintenance fee of 300.00 and hosting.

A motion was made by, Ron Chambers and 2nd by Dr. Kurt Alexander to approve Hoosier Technology to Improve and maintain our Website.

3 ayes

Discussion on the Re-surfacing of the Runway update- at this point the second test strip has failed and the scheduled runway closure is going to be delayed.

ENGINEER- Paul Shafer

Paul Shafer discussed the failed test strips, and explained how the second test strip was the right mix, but the density was lower by a substantial amount. Paul explained how the subgrade here is pretty wet and allowing them to pick a test strip they may pick a area with a better sub grade. Rhonda brought up the concern about the off-site test strip at a location other than here. She wondered if the results would be accurate. Question was made about passing there and not passing here. Paul explained PWL to board members. Dr. Alexander discussed the potential Penalties, and that we really don't get paid for them.

Bret Campbell from BFS spoke with Brooks during the meeting advised that they decided to consider both the plant and taxiway Alpha, we will know tomorrow where they choose to perform test.

Phase 3 South end 14/32 Paving Project waiting on FAA grant, should be awarded in September.

Project 29 a Final Pay Request

Federal-\$9969.

State \$553.88

Local \$554.70

A motion was made by, Ron Chambers and 2nd by Rhonda Small to approve AIP Project 29, Final Pay Request to be submitted to FAA.

3 ayes

Tower

John reported that numbers are down a little this last month. John discussed the new phone system and Tim getting everything set up.

<u>Category</u>	<u>July 2016</u>	<u>July 2017</u>	<u>2017 Difference</u>
<i>IFR Itinerant</i>	<i>275</i>	<i>292</i>	<i>+17</i>
<i>VFR Itinerant</i>	<i>1775</i>	<i>1778</i>	<i>+3</i>
<i>Local Operations</i>	<i>1392</i>	<i>1176</i>	<i>-216</i>
TOTAL ARPT OPS	3442	3246	-196
<i>OverFlights</i>	<i>575</i>	<i>531</i>	<i>-44</i>
GRAND TOTAL	4017	3777	-240

Legal

Jim advised that him and Nick would be talking about the Driveway Access Permits.

Jim discussed speaking with Jerry Cook about short term disability, Jim and Kurt met with Jerry Cook and afterwards discussed speaking with the State Board of Accounts in regards to an audit reference 2015 and advised that Jim and Tim would be gathering documents for the SBOA to further determine when and if an audit would occur.

PUBLIC COMMENTS-

No public comment

Motion was made to adjourn at 7:40 pm by Ron Chambers

3 ayes

**The next board meeting of the Delaware County Airport Authority will be
September 11, 2017 at 6:30pm.**


Kurt Alexander, President


Witness

Prepared by Tim Baty