

DELAWARE COUNTY AIRPORT AUTHORITY
December 11, 2017 – 6:30 pm
401 W. Carl Simmons Drive
Muncie, IN 47303

Dr. Kurt Alexander called the meeting to order at 6:35 P.M. The following board members were present Dr. Kurt Alexander, Rhonda Small, Ron Chambers and Mike Concannon. Also present Tim Baty, Jason Clearwaters, Rick Manes, Martin Ingram, John Ferratt Nick Tokar, and Jim Schafer.

MINUTES:

The November 13, 2017 minutes were reviewed and accepted.

***A motion was made by Ron Chambers to accept the minutes as read
2nd by Rhonda Small 4 ayes***

TREASURERS REPORT:

Tim Baty presented the Treasurers Report to the board.

***A motion was made by Dr. Kurt Alexancer to accept the Treasurers
Report as given, 2nd by Ron Chambers 4 ayes***

APPROVAL OF VOUCHERS:

The Vouchers for November 2017 were presented for payment.

***A motion was made by Dr. Kurt Alexander, and 2nd by Ron Chambers to
approve the Vouchers for payment. 4 ayes***

OLD BUSINESS –

BFS presentation for agreement for part 139 Inspection Software and Inventory Management for board approval.

***A motion was made by Dr. Kurt Alexander to approve software agreement,
2nd by Ron Chambers 4 ayes***

New Business

Tim Presented Resolution 2017-03 to the board in regards to yearly transfers for approval. Transfers totaling \$4459.51

Management

Discussion to board in regards to estimates to upgrade tower radio, equipment and furniture. Frequentis has provided information, will continue to work with them on details and bring back in January Meeting.

ENGINEER-

Jason discussed the excess money from AIP Grant to pave runway 14 of approx. \$246,000 with this final number we can now begin to talk to the FAA and INDOT on using some of this for drainage work on the airport in the area of Runway 14/32. Will start now so come spring we can move forward with draininage.

Federal Finance Report for file provided.

Advised that he was working on the update to the CIP and will have the final version ready for the board in the January Meeting for approval and submittal. Will need submitted February 1st, will need approved at January Meeting.

Jason discussed the final warranty on Runway 14 North End, Punch list has been completed. Only thing they cannot monitor is grass growth, but will be back in spring to monitor that. Pavement warranty to include Lots 1,2,3 and 5. For a total of 5 years. 1 year plus 4 extended.

Jason asked for a motion for to approve the Certificate of Substantial Completion dated October 19, 2017

A motion to accept The Certificate of Substantial Completion made by Ron Chambers, 2nd by Dr. Kurt Alexander

4 ayes

Jason presented Change Order #1 for a deduction of \$272,855.83 which is a decrease of -13.9%.Due to pave factor reductions in paving.

A motion was made by Dr. Kurt Alexander to accept Change order #1 in the amount of \$272,855.83 2nd by Ron Chambers.

4 ayes

Contractors Progress estimate #4 to release the retainage in \$85,997.09 to Brooks.

A motion was made by Ron Chambers to approve Progress estimate #4 in the amount of \$85,997.09, Seconded by Mike Concannon.

4 ayes

Jason has Pay Request #5 for Reimbursement from the Federal Government and IDOT for AIP 30

Federal Share	\$94,961.00	.
State Share	\$4,220.48	
Local	\$6,330.44	
Total	\$105,511.92	

Takes the grant to 87% complete

Motion made by Dr. Kurt Alexander to approve pay Request 5, Seconded by Rhonda Small.

4 ayes

Jason brought up now that we have the balance remaining the FAA and INDOT has asked for a conceptual drawing plan on drainage Tim and I will work on the area's near 14/32 that need work and report back.

Jason discussed the 03/21 and Taxi way B lighting design. This will be a FAA grant application this year. Discussed having a plan ready for when the grant money is available. Jason Recommends bidding it so that we have real numbers then submit application when the time comes. Jason presented a agreement with BFS for approval by the Airport Authority Board to design lighting project. No questions were received. 90/5/5 Funding.

Motion to accept 03/21 Project order 20 and Taxiway B agreement by Mike chambers and 2nd by Ron Chambers.

4 ayes

Attorney

Nothing to Report

Tower

Vassi Change over to PAPI is almost complete, John discussed how involved Tim was in this project. John discussed how the new lights are going to work and some of the controls that are being replaced and modernized.

<u>Category</u>	<u>December 2017</u>	<u>December 2016</u>	<u>2017 Difference</u>
<i>IFR Itinerant</i>	<u>219</u>	<u>249</u>	<u>-30</u>
<i>VFR Itinerant</i>	<u>1189</u>	<u>1023</u>	<u>166</u>
<i>Local Operations</i>	<u>506</u>	<u>364</u>	<u>142</u>
TOTAL ARPT OPS	1914	1636	278
<i>OverFlights</i>	<u>478</u>	<u>459</u>	<u>19</u>
GRAND TOTAL	2392	2095	297

A motion to adjourn meeting at 7:30 pm by Rhonda Small seconded by Mike Chambers 4 ayes

Public comment on Rhonda's Last board meeting, and thanking her for her service to the board.

The next board meeting of the Delaware County Airport Authority will be January 8 , 2018 at 6:30pm.



Kurt Alexander, President



Witness

Prepared by Tim Baty