

DELAWARE COUNTY AIRPORT AUTHORITY
November 13, 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, Rhonda Small, Ron Chambers and Mike Concannon. Also present Tim Baty, Jason Clearwaters, Rick Manes, Martin Ingram, John Ferratt Nick Tokar, Toby Stefin, and Jim Schafer.

Meeting called to order at 6:30 pm

MINUTES:

The October 9, 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 to accept the Treasurers Report as given by Ron
Chambers, 2nd by Mike Concannon 4 ayes***

APPROVAL OF VOUCHERS:

The Vouchers for September 2017 were presented for payment.

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

4 ayes

OLD BUSINESS –

New Business

Part 139 Inspection Software

Tim has been speaking with Jason on software to better perform 139 responsibilities and keep track of data, BFS provides this software to other airports. We are working on the details and will report back to the board with estimate and further info at later date.

Health, Dental and Vision insurance has increased 16.7 percent for the upcoming year.

Osha Tower Inspection- Last week a inspection was completed by the FAA/ OSHA to inspect all contract Towers This inspection was in conjunction with Congress and Legislation that they have passed for the FAA Contract Tower Cost Share Program. Inspection went well, we need to replace some closures and put some signage up but overall pretty good and very informative.

Management

ENGINEER-

Jason Presented Progress Estimate Number 3 For Brooks Construction in the amount of
\$208680.72
-\$10434.04 Retainage
\$198246.68 Total

A motion was made by Ron Chambers to approve Progress Estimate #3, and 2nd by Dr. Kurt Alexander to approve the for payment.

4 ayes

Jason Presented Progress Estimate Number 4 for the FAA and INDOT in the Amount of
\$194493.00- Federal
\$8614.13- State
12966.21- Local
\$216103.34-Total

A motion was made by Ron Chambers to approve Progress Estimate #4 to the FAA and INDOT , and 2nd by Rhonda Small to approve the for submittal.

4 ayes

Jason discussed lighting on 03/21 will have more next meeting.

03/21 Warranty work from E and B has been completed in regards to the crack sealing and warranty work. Tim advised Jason that it was acceptable and he could notify they that they were done.

CIP update. Jason explained the CIP to the new board members. The Board will need to re-evaluate any future needs and begin to work it into the CIP plan. CIP plan will be discussed again at December Meeting.

Discussion was had on the Wildlife Fence, the Wildlife Assessment was completed in 2011, and has a 10 year shelf life on the assessment.

**Attorney
Nothing to Report**

Tower

John had a brief discussion about the OSHA inspection

<u>Category</u>	<u>November 2016</u>	<u>November 2017</u>	<u>2017 Difference</u>
<i>IFR Itinerant</i>	<i>273</i>	<i>270</i>	<i>-3</i>
<i>VFR Itinerant</i>	<i>1615</i>	<i>1474</i>	<i>-141</i>
<i>Local Operations</i>	<i>921</i>	<i>1062</i>	<i>141</i>
TOTAL ARPT OPS	2809	2806	-3
<i>OverFlights</i>	<i>486</i>	<i>394</i>	<i>-92</i>
GRAND TOTAL	3295	3200	-95

**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