

**DELAWARE COUNTY AIRPORT AUTHORITY**

**March 12 ,2018 – 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, Ron Chambers, Rhonda Small and Mike Concannon. Also present Tim Baty, Jason Clearwater, Martin Ingram, Rick Manes Muncie Aviation, John Ferratt-Tower, Nick Tokar- Muncie Aviation.*

**MINUTES:**

*The February 12 ,2018 minutes were reviewed and accepted.*

***A motion was made by Rhonda Small to accept the minutes as read  
2<sup>nd</sup> by Mike Concannon***

***4 ayes***

**TREASURERS REPORT:**

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

Discussion held on the Federal and State Project account, on the balance. Discussion on how we pay 90% on Federal and currently 5 % on State Projects, in the past the Percentage was not tracked causing the discrepancy in the multiple projects. Essentially with multiple projects and potentially a different percentage, the balance is a floating balance, with delays in reimbursement from Indot and FAA.

Ron Chambers brought up options to invest money. Tim explained on how we used to have multiple CD's and that it was an accounting nightmare in the past prior to Tim taking over and the Authority creating an investment policy. At that time all the money was moved into a high interest savings account. And accounts were balanced with Tim and new accountant. Tim will have Jeff Huff from Star Bank come to next meeting and discuss options, Tim will also send a copy of the investment policy to Jim for Review.

Tim brought up the fact that we have not had a SBOA Audit. Tim agrees that we need one, Tim discussed the information available to the board on the balance sheets and appropriation sheets.

***A motion was made by Dr. Kurt Alexander to accept the Treasurers  
Report as given, 2<sup>nd</sup> by Ron Chambers***

***4 ayes***

**APPROVAL OF VOUCHERS:**

*The Vouchers for February 2018 were presented for payment.*

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

**4 ayes**

**OLD BUSINESS -**

1. AMA Model Aeronautic Show has not confirmed if they are still interested, they were currently looking at a Airport in Illinois for the same event, they were supposed to report back and have not heard yet.
2. Vintage Air Plane Group- is working on details and needs, and also have not gotten back to me on a possible available date and projected cost.
3. Rickenbaucher Tour- John and Tim were unable to attend to look at remodel.
4. Drainage Project- Tim advised board that him and Bret Campbell met last week to discuss potential issues in need of repair. All areas are on the 14 End from the intersection North and Taxiway Alpha including the large ditch and under drains. The plan will be ready for board later, wasn't quiet ready at the meeting.. Approx \$246,000.00 left from the Runway Grant, Jason will attempt to get a tel-con set up to speak with FAA and INDOT.
5. Tim met with Jason from BF&S about lighting for runway 03/21 and Taxiway B, Tim Discussed that the Regulator in the Vault failed for Bravo after some work from the electrician, we were able to bypass the regulator to set them on a set power level for the time being until parts can be obtained. Jason advised that he has spoke with INDOT about doing a small portion of the project this year, The Vault potentially, if they can fund it. Then bid it in 3 packages, Taxiway, Vault and Runway, hopefully get one, then finish the rest in a second phase.. Jason advised that it will be LED lighting. There was discussion about regulators for LED lights and Incandescent lighting. The Regulator can be larger and operate both, a smaller regulator would not necessarily power the Incandescent lights. It's a capacity issue. Bigger will operate both, smaller will not. Hopefully advertise in May award in June if possible.
6. 139 Inspection Software- will be done soon had to pick up new aerial and hopefully before next meeting will have something to show board.

## **New Business**

Discussion on SBOA see above and below

Dr. Alexander brought up the State Board of Accounts. Asking if the board is in agreement on sending a letter to the state board of accounts requesting an audit.

**A motion to submit letter to the SBOA for an audit made by Mike Concannon, 2<sup>nd</sup> by Ron Chambers**

**4 ayes**

Tim discussed the last audit was done by Summer Carol and Whistler, Kurt advised that was a limited topic specific audit.

## **Management**

See old business

## **ENGINEER-**

Jason discussed pavement markings on 03/21 30%-50% markings gone, Discussed Tim's request to possibly investigate getting runway and taxiway repainted. Jason believes it is time to get quotes, Jason prepared a bid for \$2400.00 hourly not to exceed, to prepare and quote 03/21 and taxiway bravo this summer. Jason has a cost estimate of near \$30,000. Ron asked the typical life of painting, Jason advised about 5-7 years. Edge lines are gone,

**A motion to submit proceed with design and bidding of painting runway 03/21 year made by Dr. Kurt Alexander, 2<sup>nd</sup> by Mike Concannon**

**4 ayes**

Discussion on upgrade to tower, he received the quote from Robison Aviation, which was \$408,000 which exceeds they state allowable amount and will have to be publicly bid. Jason looked at the minimum required equipment needed in the tower but did not get much guidance, Jason is going to do more research and is going to research how to come up with a spec so that it can be bid.

Ron asked Martin if Muncie Aviation was still interested in bidding on any of the Radio Equipment.

**Attorney**

Jim reminded the board that we had sent a letter requesting a Audit from SBOA back in early 2017, and no real response from the State.

**Tower**

<b><u>Category</u></b>	<b><u>March 2018</u></b>	<b><u>March 2017</u></b>	<b><u>2018 Difference</u></b>
<i>IFR Itinerant</i>	<i>230</i>	<i>300</i>	<i>-70</i>
<i>VFR Itinerant</i>	<i>1526</i>	<i>1342</i>	<i>184</i>
<i>Local Operations</i>	<i>1066</i>	<i>1088</i>	<i>58</i>
<b>TOTAL ARPT OPS</b>	<b>2822</b>	<b>2650</b>	<b>172</b>
<i>OverFlights</i>	<i>415</i>	<i>440</i>	<i>-25</i>
<b>GRAND TOTAL</b>	<b>3237</b>	<b>3090</b>	<b>147</b>

**Public comments**

Martin advised that the Driveway Project has started, this is the Joint Project between MAC and Authority.

Martin advised that they will have a Open house in May.

**A motion to adjourn meeting at 7:05 pm by Ron Chambers**

**4 ayes**

**The next board meeting of the Delaware County Airport Authority will be April 9th , 2018 at 6:30pm.**



*Kurt Alexander, President*

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**Prepared by Tim Baty**