

**DELAWARE COUNTY AIRPORT AUTHORITY**  
**June 11, 2018 – 6:30 pm**  
**401 W. Carl Simmons Drive**  
**Muncie, IN 47303**

*Dr. Alexander called the meeting to order at 6:30 P.M. The following board members were present Rhonda Small and Mike Concannon, Also present Tim Baty, Jason Clearwater, Jim Shafer, Rick Manes, Nick Tokar and John Ferratt-Tower.*

**MINUTES:**

*The May 14, 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***

***3 ayes***

**TREASURERS REPORT:**

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

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

***3 ayes***

**APPROVAL OF VOUCHERS:**

*The Vouchers for ~~April~~ <sup>MAY</sup> 2018 were presented for payment.*

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

***3 ayes***

**OLD BUSINESS -**

Johnson- Meloh – Solar discussion. Tim was contacted by Johnson- Meloh to discuss possibilities of a Solar Farm on the Airport. A very brief conversation was held in the office with them to discuss what they could do for the airport. Tim discussed the savings he had already made by switching everything to LED in buildings, and the approximate savings of \$3000.00 a month in the AEP bill, Tim advised the board that Johnson- Meloh has our electrical bills and usage and is going to talk to AEP about any possible options and come back at a later time to discuss options with the board.

## **New Business**

2019 Salary Ordinance was present to the board for approval

***A motion was made by Dr. Alexander, and 2<sup>nd</sup> by Rhonda Small to approve the 2019 Salary Ordinance.***

**3 ayes**

2017-2018 Midwest ATC, contract adjustment, Tim Presented a revised 2017-2018 contract for Midwest ATC. This adjustment was due to a FAA ordered salary increase and is retroactive, a one-time adjustment of \$973.00.

***A motion was made by Mike Concannon, and 2<sup>nd</sup> by Rhonda Small to approve the the Contract Adjustment for Midwest ATC.***

**3 ayes**

## **Management-**

— Tim discussed with the board, upcoming construction starting soon on Project 31 Runway 14/32 Phase 3, and that prior to Tim and crew have been out doing to pavement maintenance on all the other surfaces to prepare for painting of 03/21 and also began doing much needed crack repair to the GA ramp. 4800 pounds of crack seal in this small area. And ordered more to complete the work on Bravo and the GA ramp.

Tim included in the packets for the board a sample report that was generated by the New 139 Software. We have started using the software and are working with Butler Fairman Seufert to fine tune the reports.

## **ENGINEER-**

**Runway Rehab Phase 2-** \$246,000 left to use for drainage improvements. Jason sent the agreement for the design package to bid to everyone. Jason advised that he did not get any questions. The plan is 30 days to get plans and specifications and get it advertised, goal to have bids by the August Board meeting and to get work done this season. Discussion on time line for work, could be moved to next season, but discussion was to put it out to bid and see what people are willing to do.

Project order 24, Runway 14/32 Drainage Improvements, if there are no questions. Jason asks for a motion to approve Project order 24.

***A motion was made by Mike Concannon, and 2<sup>nd</sup> Dr. Alexander to approve Project order 24 Runway 14/32 Drainage Improvement.***

**3 ayes**

Runway 14/ 32 Rehab Phase 3 South End under contract with E&B paving. Discussion on test strips, The first tests have failed, at this time they are still working on passing. The current test will be done in a day or so, wait a day and then put the Surface on to see if it will pass at that point.

Jason Presented Pay Request #1 for last year's grant Federal Amount Requested \$15520.00, State \$862.24 and Local \$ 862.48 for a total of \$17244.72.

***A motion was made to approve Pay Request 1 to the FAAon Grant 31, in the above amounts for re-imbusement by Dr. Alexander , 2<sup>nd</sup> by Mike Concannon***

***3 ayes***

Jason Presented to the Board for the approval the finished plans for Runway 03/21 and Bravo Lighting Project for board signatures. Jason discussed that he coordinated with John and Tim the closing of the Runway and the Airport during this project. The entire airport will be closed for a 48 hr period.

Pre bid meeting on June 28<sup>th</sup>, and bid opening on July 5<sup>th</sup> at 3pm. And Grant application on Meeting on July 9<sup>th</sup>.

***A motion was made to approve plans and advertise to bid tomorrow , by Mike Concannon , 2<sup>nd</sup> by Rhonda Small***

***3 ayes***

Jason discussed the agreement he had sent out last month in regards to onsite inspection agreement for Lighting inspections, Kurt asked who would be the onsite rep, Jason discussed either Chad or Bret.

***A motion was made to approve Onsite Inspection agreement for Runway 03/21 and Taxiway Bravo Lighting Inspection Services agreement, Project order #25 by Dr. Alexander , 2<sup>nd</sup> by Rhonda Small***

***3 ayes***

Aviation Indiana is in South Bend will have more info at next meeting.

**Tower**

<b><u>Category</u></b>	<b><u>June 2018</u></b>	<b><u>June 2017</u></b>	<b><u>2018 Difference</u></b>
<i>IFR Itinerant</i>	291	230	+61
<i>VFR Itinerant</i>	1504	1905	-401
<i>Local Operations</i>	<u>846</u>	<u>1216</u>	<u>-370</u>
<b>TOTAL ARPT OPS</b>	<b>2641</b>	<b>3351</b>	<b>-710</b>
<i>OverFlights</i>	<u>421</u>	<u>642</u>	<u>-221</u>
<b>GRAND TOTAL</b>	<b>3062</b>	<b>3993</b>	<b>-931</b>

John reported traffic count is up about 1000 from this time last year.  
Dr. Alexander discussed writing a letter to the Republic Airways Flight School in Indy to let them know about our services to maybe get a few operations from them.

Lawyer

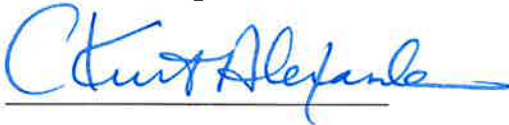
Jim asked Dr. Alexander on who to address the letter from to the SBOA for the requested Audit.

**Public comments**

**A motion to adjourn meeting at 6:59 pm by Mike Concannon**

**3 ayes**

**The next board meeting of the Delaware County Airport Authority will be July 9<sup>th</sup> at 6:30pm.**

  
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\_\_\_\_\_ Witness

**Prepared by Tim Baty**