

DELAWARE COUNTY AIRPORT AUTHORITY
September 10, 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, Ron Chambers and Dr. Kurt Alexander Also present Tim Baty, Jason Clearwater, Jim Shafer, Martin Ingram, Toby Stefen and John Ferratt-Tower.

MINUTES:

The August 13, 2018 minutes were reviewed and accepted.

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

TREASURERS REPORT:

Tim Baty presented the Treasurers Report to the board.

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

APPROVAL OF VOUCHERS:

The Vouchers for August 2018 were presented for payment.

***A motion was made by Mike Concannon, and 2nd By Rhonda Small to
approve the Vouchers for payment. 4 ayes***

OLD BUSINESS –

Land Acquisition- no information to report waiting on the bank to provide appraisal. Ron asked if there was any sense of what they would be asking for, Jim explained earlier conversations with bank.

Budget Hearing- Tim attending the annual budget hearing at the county, The Airport Authority Budget was presented to the council with no questions. Tim discussed the funding increase in the cumulative fund for building construction and maintenance, Ron asked if we needed to hire any new employees, Tim advised not at this time.

Audit Notification- Tim presented to the board a notification from the State Board of Accounts that the Audit we have requested the last few years

has finally been approved. Tim and Cathy will be working with a independent Auditor beginning towards the end of September to Audit the years 2014,15,16 and a Federal Audit of 2017. There will be a cost involved in this audit. This will be a remote audit for the most part.

Tim discussed how well the FOD boss worked.

New Business

No new business

ENGINEER-

Phase 3 of 14/32 is winding down, E&B just has a couple items left Progress estimate 3 that covers the month of August primarily markings

Amount of \$133,507.22 holding retainage of 5% \$6,675.36 for a total amount due of \$126,831.66 for Progress Estimate 3 to E&B Paving

Jason asks the board for a motion to approve invoice #3 in the amount of \$126,831.66 to E& B Paving

A motion was made by Ron Chambers, and 2nd Rhonda Small to approve Progress Estimate 3 Invoice 3 to E&B Paving in the amount \$126,831.66

4 ayes

Jason advised the only thing left is the retainage release when E&B paving is done. Ron asked when the retainage is due, Jason advised we are holding 5% which is a total of \$43,000 we hold till all items are completed on punch list.

For the FAA and Indot Re-imburement Jason has Pay request #4 for AIP 31 re-imburesment from the FEDS and INDOT, Federal Share 90% \$138,946.00 State Share 5% \$7,719.22 and Local Share 5% 7719.09 for a total request of \$154,384.31 takes this FAA Grant to 85% financially complete.

Jason asks for a motion to submit pay request 4 to the FAA and INDOT for re-imburement in the above amounts.

A motion was made by Rhonda Small and 2nd by Ron Chambers to approve FAA/ INDOT AIP 31 pay request 4 for Re-imburement in the amount of \$154,384.31

4 ayes

Runway 03/21 and Taxiway B lighting AIP 32, still waiting on grant offer all the necessary motions were made in last meeting. Jason advised that BFS is currently reviewing contractor submittals. Discussion about tower upgrades and coordinating contractors, Tim advised that with the lighting construction and controls we would have to get a new quote from Frequentis and work on this project after install of lighting controls.

The hope is that Bret Campbell will be back to inspect this project.

The FAA is sending out a list of sight visits that they are going to be doing in September, no schedule is out yet, but Jason will let us know if we get on the list, usually the talk is about the CIP and just an overview of our plans for the future.

CIP discussion- this years is due February 1st, the CIP is a realistic plan for the following years. The plan needs to be finalized in December for approval in January. 2018 we have the lighting design and construction of 03/21 lighting, 2019 environmental study on Jet Ramp, Construction in 2020, and then the Wildlife fence in 2021, that was what was submitted last year.

Tim discussed that taxiway B is going to be needing some work soon, due to cracks and breakdown. Jason is going to pull the last pavement report and see when we can work it in.

Dr. Alexander asked about the requirements on the Wildlife fence, 10-11 ft fence with three strands of barb-wire and chain link skirt underground.

Martin asked about how this fence would work around Muncie Aviation Property, discussion on a straight border and possible need for easements to make the property look uniform, questions about what to do with existing fence and entry points near Muncie aviation and the restaurant. Some of this will have to be determined during the design phase

Tower

John discussed the AC problem and was thankful that Tim had this taken care of quickly and efficiently.
Traffic was down slightly.

Legal

Above

<u>Category</u>	<u>September 2018</u>	<u>September 2017</u>	<u>2018 Difference</u>
<i>IFR Itinerant</i>	316	288	+28
<i>VFR Itinerant</i>	1703	1741	-38
<i>Local Operations</i>	<u>1204</u>	<u>1180</u>	<u>+24</u>
TOTAL ARPT OPS	3223	3209	+14
<i>OverFlights</i>	<u>444</u>	<u>560</u>	<u>-116</u>
GRAND TOTAL	3667	3769	-102

Public comments
none

A motion to adjourn meeting at 7:30 pm by Rhonda Small

4 ayes

**The next board meeting of the Delaware County Airport Authority will be
 October 8 at 6:30pm.**

Dr. Kurt Alexander, President

Witness

Prepared by Tim Baty