

DELAWARE COUNTY AIRPORT AUTHORITY
November 12, 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, and Dr. Kurt Alexander Also present Tim Baty, Toby Stefin- BF&S, Jason Clearwaters- BF&S Jim Shafer, Martin Ingram and Nick Tokar- Muncie Aviation, John Ferratt-Tower.

MINUTES:

The October 8, 2018 minutes were reviewed and accepted.

***A motion was made by Dr. Alexander to accept the minutes as read
2nd by Mike Concannon***

3 ayes

TREASURERS REPORT:

Tim Baty presented the Treasurers Report to the board.

***A motion was made by Rhonda Small to accept the Treasurers Report as
given, 2nd by Dr. Alexander***

3 ayes

APPROVAL OF VOUCHERS:

The Vouchers for October 2018 were presented for payment.

***A motion was made by Mike Concannon, and 2nd Mike Concannon to
approve the Vouchers for payment.***

3 ayes

OLD BUSINESS –

Land Acquisition- Randall Property has been sold, Jim talked with bank and they had no answer why the never got back with us in regards to this and never provided the appraisal. The Person Jim Talked with was told that we were not interested in the property.

Audit Status- The audit is ongoing, we have provided all the info they have requested, they are in the process of reviewing and will be providing the final report soon.

FAA Cert Inspection- The FAA performed their 18 month cert inspection of the airport, we had one issue that we needed to correct. The

intersection of ALPHA 2, had some incorrect painting done on the enhanced taxiway centerline.

New Business

Airport Layout Plan- Not Discussed at this meeting

ENGINEER-

14/32 Phase 3- Final Walk through this Wednesday at 1pm. Next month hopefully the retainage release will be brought to the board

Rwy 03/21 Taxi Way B Lighting- Grant from September, Tel Con with Contractor November 2nd, they informed us they had some weather delays on other projects, they hoped to start in November but feels like it will be in the Spring at this point, they need approximately 2 months, but we have another Tel-con on Friday November 16th at 10 to make a final decision on start date.

14/32 Drainage Improvement Project- 2016 Grant with extra funds, bids due Oct 24th, 3 bidders, bid tabulations were sent to the board for review.

HIS Constructors, Barber Contracting and 3D Construction, if you looked at it, you noticed that Barber Contracting was rejected because they did not complete bid package 4, a little pushback but they were told about the requirements and Jason has not heard anything back from them. Essentially you have 2 bid on the tabulation. Jason presented the Letter of Recommendation. AIP grant has a balance of approx. 207,000.00 The low bidder of packages 3 and 4 combined is 3D Construction. Packages 3 4 are the most critical \$224,898.15. BF&S based on there review recommend awarding Bid Packages 3 and 4 to the low bidder 3D Construction Company. The other Bid Packages 1 and 2 1- Ditch Clearing were well in excess of plans, 2 was to regrade the swells between the runway and taxiways. 3, 4 are to install new edge drains. There is a little bit of a delta between the grant money available and the low bid, but money budgeted could cover the Delta amount already.

A motion to Award Packages 3/ 4 for 14/32 Drainage Improvements to the Low Bidder 3D Company in the amount of \$224, 898.15, by Dr. Alexander, 2nd by Mike Concannon.

3 ayes

A Motion was made to execute Construction Contract to 3D Company Inc, For Runway 14/32 Drainage Improvements in the amount of \$224,898.15

pending delivery of Bonds and Insurance to the airport by Dr. Kurt Alexander, 2nd by Rhonda Small.

3 ayes

Lighting Contractor and Drainage cannot be done at the same time, both will require runway closures. So hopefully Lighting will happen in March, then switch to Drainage during the summer. Another summer of construction.

Quarterly Reports delivered for the fire.

Aviation Conference held after last meeting.

Supplemental App has been completed and sent in for 2019, for the next project Fencing. 2.9 million submitted for design and construction for fencing project this grant is 100% FED no cost share.

Federal Financial Report submitted by BF&S, needs signatures so it can be submitted by end of calendar year.

CIP- is due to the State February 1st, then submitted to the FAA. Discussion on the future and what we have received. We have received what we have asked for in the past, this list essentially slides up and the next project comes up. The next project on our list was Rehab Jet Ramp, but the FAA is pushing the wildlife fence. So Wildlife will essentially move ahead of ramp. Tim expressed interest in adding Taxiway B to the list, Jason researched the runway pavement Index from last inspection, and rating is still pretty good, we are due for another pavement inspection in 2019. Tim would like to see Taxiway moved ahead of the ramp rehab, The ramp rehab is to do some work on the ramp joints.

FAA Site Visit on November 28th the FAA Project Manager and INDOT will be here. 1 hr site visit meet and greet, talk about the CIP plan and Tour of the Airport.

Tower

The approach lights for 32 are out of service, the strobes are staying on and they cannot get the others to come on, this is a FAA issue and they will have to come out and fix it. John spent the 21-27 out at Kansas for the Midwest Annual Meeting. Discussed wrong surface landings. Discussed Situational Awareness with the students. John discussed his visit upcoming from his company to audit the tower.

Legal

Above

<u>Category</u>	<u>November 2018</u>	<u>November 2017</u>	<u>2018 Difference</u>
<i>IFR Itinerant</i>	301	270	+31
<i>VFR Itinerant</i>	1015	1474	-459
<i>Local Operations</i>	<u>668</u>	<u>1062</u>	<u>-394</u>
TOTAL ARPT OPS	1984	2806	-822
<i>OverFlights</i>	<u>309</u>	<u>394</u>	<u>-85</u>
GRAND TOTAL	2293	3200	-907

Public comments
none

A motion to adjourn meeting at 7:30 pm by Dr. Kurt Alexander, 2nd by Mike Concannon

4

ayes

The next board meeting of the Delaware County Airport Authority will be December 10th, 2018 at 6:30pm.


Dr. Kurt Alexander, President


Witness

Prepared by Tim Baty