

**DELAWARE COUNTY AIRPORT AUTHORITY**

**May 14, 2018 – 6:30 pm**

**401 W. Carl Simmons Drive**

**Muncie, IN 47303**

*Rhonda Small called the meeting to order at 6:30 P.M. The following board members were present Ron Chambers, Rhonda Small and Mike Concannon, Also present Tim Baty, Jason Clearwater, Martin Ingram, John Ferratt-Tower.*

**MINUTES:**

*The April 9, 2018 minutes were reviewed and accepted.*

***A motion was made by Ron Chambers 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 Ron Chambers to accept the Treasurers Report as***

***given, 2<sup>nd</sup> by Mike Concannon***

***3 ayes***

**APPROVAL OF VOUCHERS:**

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

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

***3 ayes***

**OLD BUSINESS –**

1. FAA B/C Ration study, Tim advised that he has submitted the letter to the FAA requesting the study. Will take some time to here back if there is a change in cost share.
2. Discussion about the Drainage Project, Jason will discuss in later part of meeting.
3. Investment discussion, on previous earings of approx. \$3000.00 when we had money split into CD's prior to Tim's Start. With the money in the Prefered Savings Account at star- Checking account has made 31.00 in interest, and this year we are at 1700.00 in the Preferred account. More than we were making with all the small CD's in 2015. Ron discussed the overnight investments and would like to explore that option.

## **New Business**

Net Chex/ Beyond Proposal- Tim proposed a change in the payroll, currently we use ADP for our payroll, Tim would like to switch to Netchex, for a savings of \$1500.00 a year. Tim also would like to eventually after switching purchase a time clock after the switch. This company also has employee portals that will allow employees to be notified of new training and FAA Cert alerts etc that employees will have to sign off on.

***A motion was made by Ron Chambers, and 2<sup>nd</sup> Mike Concannon to approve the Tim to switch to Netchex.***

***3 ayes***

Melanie Riggin Property

Lori Cress/ Riggin approached the Airport to see if we are interested in purchasing the land and the house. In your packets is the beacon report on the property. Dr. Alexander discussed a interest, and if others are interested we could have a special meeting to discuss further. House and land totaled no more than 7 acres and that includes the house and a outbuilding. The Land is not in the future AIP, no aeronautical use. The Members present had no wish to pursue at this time and to let them know we appreciated the offer.

Grissom Fire Training is upcoming will likely be in June sometime. This is the Firefighters annual training required by the FAA.

## **ENGINEER-**

Runway 03/21 striping, received 5 estimates back. Jason says all are capable of doing the work, Jason recommends the low bidder \$34360.00 from the Airmarking Company. They all meet the FAA specifications and Marking. The Runway was last done in 2014. This is a Airport Project 100%.

***A motion was made by Mike Concannon, and 2<sup>nd</sup> Ron Chambers to accept the quote from The Airmarking co for a price of 34,630.00 to paint Taxiway B and Runway 03/21.***

***3 ayes***

Runway 14/ 32 Phase 2 \$246,000.00 available in excess funds from paving to use on drainage. Jason discussed a TelCon that was held between the FAA, INDOT Jason and Tim, FAA and INDOT agreed on our plans up to that amount. Jason is going to create an agreement for the board next month, so that the plans can be created and bid. Jason advised that if we go over the \$246,000.00 we would be responsible for overage. Jason discussed that we may have to amend the description of the grant. Jason has a letter for the board to the FAA incase we need to change the description of the grant.

***A motion was made to Sign a letter to the FAA, requesting changing the description to include drainage per the FAA request by Rhonda Small, 2<sup>nd</sup> by Ron Chambers***

***3 ayes***

Runway 14/32 Phase 3 ( South End) pre construction meeting was held last Thursday. Start Date June 4<sup>th</sup>. Runway closure for 28 days. During this time the ILS and Glideslope is going to have some updating done.

Runway 03/21 and Bravo Lighting Rehab. INDOT Aviation intends to fully fund this project in 2018,. Grant Application for this project needs to be submitted July 10<sup>th</sup>. Jason will have everything to execute on July 9<sup>th</sup> so that it can be in Chicago on the 10<sup>th</sup>.

Ron asked about the lighting and if this project includes a Regulator. The new regulator that the airport has will be installed when delivered, and will be used as a back up. Discussed the timing of the project, Grant will likely not be awarded till September. This project will replace all equipment connected to Runway 03/21 and Bravo. Ron Chambers asked about the electric bill at the airport. Tim advised that with the switch to all LED at the airport in the buildings has saved almost \$4,000 a month on a given month.

Jason discussed that Johnson Melloh a solar company is interested in speaking to the board about Solar. Tim has set up a meeting that will be held before the board meeting in June. Ron Chambers asked if battery banks have become reliable enough to power lights over night.

Discussion on changing the buildings to LED, Tim took lights from 4 bulbs to 1.

Part 139 Inspection software, BFS came up a week ago with Tim and tested it with Tim. The software is up and running and Tim will demo it for the board once things are all up and running.

**Tower**

<b><u>Category</u></b>	<b><u>May 2018</u></b>	<b><u>May 2017</u></b>	<b><u>2018 Difference</u></b>
<i>IFR Itinerant</i>	278	288	-10
<i>VFR Itinerant</i>	1622	1123	+499
<i>Local Operations</i>	<u>1098</u>	<u>578</u>	<u>+520</u>
<b>TOTAL ARPT OPS</b>	<b>2988</b>	<b>1989</b>	<b>+1009</b>
<i>OverFlights</i>	<u>487</u>	<u>442</u>	<u>+45</u>
<b>GRAND TOTAL</b>	<b>3485</b>	<b>2431</b>	<b>+1054</b>

John reported that the numbers are up and have been up, this will support Tims request for a new B/C ration study from the FAA and will hopefully support a lower cost share for us, city and county.

Ron asked how the flight school was going, John stated that she has been up flying a lot with her students on a regular basis.

***Public comments***

Martin reminded everyone that emails were sent out about May 23 open house at Muncie Aviation, and invites everyone to attend if able. 5-8 pm

***A motion to adjourn meeting at 7:25 pm by Mike Concannon***

***3 ayes***

***The next board meeting of the Delaware County Airport Authority will be June 11<sup>th</sup> at 6:30pm.***





Witness

**Prepared by Tim Baty**