

DELAWARE COUNTY AIRPORT AUTHORITY
August 13, 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, Rick Manes and John Ferratt-Tower.

MINUTES:

The July 9th, 2018 minutes were reviewed and accepted.

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

APPROVAL OF VOUCHERS:

The Vouchers for July 2018 were presented for payment.

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

4 ayes

OLD BUSINESS –

Land Acquisition- no information was obtained from the bank or appraisal performed so executive session was cancelled and will revisit when we get the information needed to make an informed offer to the bank.

Jim is dealing with the bank on getting the appraisal finished, the bank has agreed to share their appraisal once they receive it.

Jim discussed that in the meantime he was contacted by Monty Brown, he has 30 acres for sale behind the Randall Property back by mall. It is adjacent to our existing land.

Tim advised that it is tillable land, and we already farm the land up to it, the land for sale is essentially landlocked.

Tim recommends we consider it if we get anything accomplished with the walnut street property.

Tim advised the board that once we hear about the appraisal we will work on scheduling a meeting if need be.

August 4th Vintage Aircraft Group- Discussion on how much interest was in the show. And the interest in having another one in 2019. Tim would like to improve on the 2019 show, and include some food and move it over to the jet ramp. Tim is going to work with the airshow people and look at dates for 2019. Will ask the visitors bureau to help with some funding for next year.

New Business

2019 Budget Approval

Total General Fund 2019	\$617,225.00
Cumulative Fund 2019	\$595,000.00
Total	\$1,212,225.00

A motion was made by Dr. Kurt Alexander , and 2nd By Mike Concannon to approve the 2019 Budget.

4 ayes

FOD BOSS Proposal

Tim presented to the board a proposal to purchase a FOD Boss- Fod removal tool for the airport cost \$6750.00. The Fod Boss is a pull behind mat that removes debris sand, pebbles from the runway. To compliment other equipment in removing debris from the airfield.

A motion was made by Dr. Kurt Alexander , and 2nd By Ron Chambers to approve the purchase of the FOD Boss for \$6750.00.

4 ayes

Management-

Tim advised that the Annual Wildlife Training for the Authority is tomorrow. Tim discussed some of the construction.

ENGINEER-

14/32 paving rehab phase 3 in basically done, some cleanup needs to be done, runway is open to traffic.

Jason Presented for board approval Payment Number 2 to E&B Paving for work completed from July 2-Aug 7th total amount due 67794.77 of which we hold 5% retainage of \$3389.74. For a total amount due of \$64405.03 to E & B Paving Progress Estimate 2 payment for the month of July Jason asks for a motion for Payment#2 in these amounts

A motion was made by Ron Chambers, and 2nd Rhonda Small to approve Progress Estimate 2 to E&B Paving in the amount \$64,405.03.

4 ayes

Jason Presented Pay Request 3 on AIP Grant 31 Rehabilitate Runway 32 South end for re-imburements Federal Share at 90% \$90,592.00 State Share at 5% \$5032.90 and Local Share \$5033.62 for a total on pay request 3 for AIP 31 of \$100,658.54 Jason asks for motion to submit grant pay request 3 to the FAA and Indot for these amounts

A motion was made to approve Pay Request 3 to the FAA and INDOT on Grant 31, in the above amounts for re-imburement by Dr. Kurt Alexander , 2nd by Ron Chambers

4 ayes

Jason advised he has quarterly reports for Tim to add to file.

Part 139 software is working well.

Going forward Tim can contact them about any changes

Runway 03/21 and Taxiway B markings is underway working today and tomorrow.

Runway 03/21 and Taxiway B lighting grant application was submitted on July 10th, Jason has not heard much from the FAA yet, all grants have to be awarded by Sept 30th, the end of the Fiscal year. Jason would like the board to Authorize Tim to be able to sign the Grant award AIP 32 Rehabilitate Runway 03/21 and Taxiway B design and construction amount requested \$1,028,401.20. Jason is asking for a motion for Tim to Sign the Grant Offer from the FAA outside of a board meeting.

A motion was made by Dr. Kurt Alexander to allow Tim to Sign Grant Offer for AIP Grant #32 from the FAA for the Runway 03/21 and Taxiway B Lighting Construction and Design , 2nd by Mike Concannon

4 ayes

Jason would also like the board to authorize Tim to execute notice of award to Appalachian Foot Hill Contracting in the amount \$811101.20 subsequent to the FAA grant being executed.

A motion was made by Dr. Kurt Alexander to allow Tim to Execute the Notice of Award outside of the board meeting to Appalachian Foot Hills, 2nd by Mike Concannon

4 ayes

Jason asks for a motion for Tim to be allowed to sign the Construction Contract with Appalachian Foot Hills Contracting for \$811101.20 outside of a board meeting.

A motion was made by Dr. Kurt Alexander to allow Tim to Construction Contract outside of the board meeting to Appalachian Foot Hills in the above amount, 2nd by Ron Chambers

4 ayes

Aviation Indiana in October in Evansville 9/10/11 Conference

October AEEE great lakes in Chicago

Capital Improvement Plan due February 1st will talk about it in September Meeting, and will need to be approved and signed in January Meeting. Will email it to the group prior to meeting

Drainage project on 32/14. Plans are almost done, Jason would like the board to approve bidding and advertising on this project. Separate Packages to bid, clear to the contractors that each package will be all inclusive to that area.

Discussion on the conflict of drainage work and Lighting work going on at the same time.

Jason discussed putting in that work will need to be coordinated with the Airport, and a solid end date.

A motion was made by Dr. Kurt Alexander to allow BF&S to finalize plans, advertise and accept bids for the Drainage work on Runway 32/14, 2nd by Ron Chambers

4 ayes

Tower

Operations numbers are up, even with all the work. John discussed the working relationship with the contractors, the Authority.

Dr. Alexander discussed the tower refurb, Tim advised that we are waiting on the lighting project to be completed and the lighting control to be installed and we will look at local company to refurb the tower furniture and appearance and then work on equipment.

Legal

Jim did hear from the State Board of Accounts and we will be working on getting them to get out here to do a Audit from previous admin time frame.

Muncie Aviation is beginning the 139 required training. Football Season has begun, Central Connecticut will be flying in on the 29th of August and Leaving on August 30th.

<i>Category</i>	<i>August 2018</i>	<i>August 2017</i>	<i>2018 Difference</i>
<i>IFR Itinerant</i>	<i>327</i>	<i>309</i>	<i>+18</i>
<i>VFR Itinerant</i>	<i>1756</i>	<i>2137</i>	<i>-381</i>
<i>Local Operations</i>	<i>1410</i>	<i>1366</i>	<i>+44</i>
TOTAL ARPT OPS	3493	3812	-319
<i>OverFlights</i>	<i>602</i>	<i>704</i>	<i>-102</i>
GRAND TOTAL	4095	4516	-421

Public comments

A motion to adjourn meeting at 7:30 pm by Dr. Alexander

4 ayes

The next board meeting of the Delaware County Airport Authority will be September 10 at 6:30pm.





Witness

Prepared by Tim Baty