

DELAWARE COUNTY AIRPORT AUTHORITY
April 08, 2019 – 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, Brett Campbell- BF&S, Jim Shafer, Nick Tokar Muncie Aviation and Rick Manes.

MINUTES:

The March 18, 2019 minutes were reviewed and accepted.

***A motion was made by Dr. Kurt Alexander to accept the minutes as read
2nd by Rhonda Small 3 ayes***

TREASURERS REPORT:

Tim Baty presented the Treasurers Report to the board.

***A motion was made by Mike Concannon to accept the Treasurers Report
as given, 2nd by Rhonda Small 3 ayes***

APPROVAL OF VOUCHERS:

The Vouchers for March 2019 were presented for payment.

***A motion was made by Dr. Kurt Alexander, and 2nd Rhonda Small to
approve the Vouchers for payment. 3 ayes***

OLD BUSINESS -

Guidelines Delaware County Airport Authority-

Tim Presented the Guidelines for the Delaware County Airport Authority Board of Directors for approval or further revision. No revisions were requested.

***A motion was made by Dr. Kurt Alexander, and 2nd Rhonda Small to
adopt the Guidelines for the Delaware County Airport Authority as
presented. 3 ayes***

RFP for Crack Repair of Jet Ramp

Discussion on the process for soliciting proposals for the Jet Ramp Crack Repair project. Discussion on possibly doing in in phases to fund out of the general fund over the next few years. We will solicit proposals by the next meeting.

ATIS Transmitter Replacement

Tim Reported back to the board that the quote received for replacement of the ATIS exceeded the previously approved expenditure of \$15,000.00 so he has brought presented the only returned quote to the board, Quotes were solicited by two contractors to replace the ATIS transmitter in the Tower. Only one quote was returned and that was from Muncie Aviation Company. The quote was presented to the board for approval. Muncie Aviation quoted to replace the existing ATIS transmitter with a General Dynamics CM-300 for the cost of \$19,800.00.

A motion was made by Dr. Kurt Alexander, and 2nd Mike Concannon to accept the quote from Muncie Aviation as presented for a cost of \$19,800.00

3 ayes

New Business

It has been brought to Tim's attention that the parking lot at Merks Rest. Is in need of repaving. Tim asked the board for permission to seek a quote from E&B paving to repair lot. Tim will have quote at the next meeting. The Airport Authority owns approx. 90% of land that the parking lot is sitting on.

Management

Tim Requested that the May meeting be moved due to Tim being at a AAAE class in May in regards to Airport Grants. The board agreed to move meeting 1 week earlier to May 6 at 6:30 pm.

The Main Garage door Opener in Maintenance Bay has finally quit, Tim advised that the new one will be approximately \$1800.00

Tim and John discussed the traffic from the Lift Academy from Indianapolis. They have been flying to MIE daily with several operations.

ENGINEER-

Brett presented the engineering report this month.

Runway 14/32 rehab phase 2 Drainage Improvements Project, intention is to start after the lighting project is done, waiting till a dry period, possibly July, August in contact with 3D to set up pre construction meeting.

Runway 14/32 Phase 3, processed and sent FAA the Close out documents, waiting on the closeout letter from FAA

Runway 03/21 and Taxiway B lighting Project #32 Lighting rehab, Brett reported that the contractor is 2/3 of the way through contract period, 75 Calendar Days project 26 days in, 45% complete in dollar amount, they are ahead of schedule.

Progress estimate #3 for Appalachian Foot \$254,756.69 of that we are holding a retainage of \$12,737.83 amount due to Appalachian Foot Hills is \$242,018.86

A motion was made by Mike Concannon, and 2nd Dr. Kurt Alexander to accept Progress Estimate #3 to Appalachian Foot Hills in the amount of \$242,018.86

3 ayes

Brett presented Pay Request #5 to the FAA and Indot in the total Amount of \$250,315.82. Federal Amount \$222,284.00 State \$12,515.79 \$12,516.03

A motion was made by Mike Concannon, and 2nd Dr. Kurt Alexander to accept Pay Request #5 to the FAA and INDOT and to submit the same in the above amounts

3 ayes

Aviation Indiana Quarterly is at New Castle Airport this Thursday April 18th. No agenda is out.

Brett presented the Certified Payroll Reports for Appalachian Foot Hills that have been reviewed by Brett for the current period. Tim will review and put in the file.

Tower

Numbers are up for the month, Tim and John are going to go meet some people at lift to encourage them to keep coming up.

Legal

Jim received the payment for the Driveway Access Permit from the property owner. Jim advised he had not sent letter to the Property owner (Randall Property) yet he was out of town.

Category	April 2019	April 2018	2019 Difference
IFR Itinerant	292	253	+39
VFR Itinerant	1126	1446	-320
Local Operations	710	1054	-344
TOTAL ARPPT OPS	2128	2753	-625
OverFlights	<u>415</u>	<u>378</u>	<u>+37</u>
GRAND TOTAL	2543	3131	-588
LIFT ACADEMY	111		

Public comments

none

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

3 ayes

The next board meeting of the Delaware County Airport Authority will be May 6th, 2019 at 6:30pm.



Dr. Kurt Alexander, President



Witness

Prepared by Tim Baty