

DELAWARE COUNTY AIRPORT AUTHORITY
October 12, 2020 – 6:30 pm
401 W. Carl Simmons Drive
Muncie, IN 47303

Dr. Alexander called the meeting to order at 6:30 pm,

Role Call

Board Member	Present/ Absent
Dr. Alexander	Present
Rhonda Small	Absent
Mike Concannon	Present
William Frazier	Present
Other Members	
Jim Schafer- Lawyer	Present
Tim Baty- Airport Manager	Present

Also present , Jason Clearwater Nick Tokar Muncie Aviation, Martin Ingram- Muncie Aviation, John Ferratt- Midwest ATC

MINUTES:

The September 14, 2020 minutes were not reviewed, will be reviewed in the November meeting

TREASURERS REPORT:

Tim Baty presented the Treasurers Report Financial Report for the Month of September 2020 to the board.

A motion was made by Dr. Kurt Alexander to accept the September 2020 Treasurers Report as given, 2nd by William Frazier

3 ayes

APPROVAL OF VOUCHERS:

Tim presented the Vouchers for September 2020 were presented for payment.

A motion was made by Dr. Kurt Alexander to approve the September 2020 vouchers, and 2nd by Mike Concannon to approve the Vouchers for payment.

3 ayes

OLD BUSINESS –

State and Federal Project (Grant) Financial Audit)

Audit exit interview is complete a report will be forthcoming. Dr. Alexander and Rhonda participated in the exit interview. Tim discussed the cost \$19,000.00 for this audit, and this is a budget killer for the Airport Authority. Essentially, we are going to be short \$19,000.00.

New Business

Solar Power interest, We received a contract proposal from the agent, Jim has concerns about it, this is a joint proposal for us and the Riggin property. There is concerns on both sides. Will report back at the next meeting.

Credit Card Usage Policy

Tim presented a revised Credit Card Usage Policy for adoption by the board

A motion was made by Mike Concannon to approve the DCAA Credit Card Usage Policy 2nd by William Frazier.

3 ayes

Fiscal Policy Revision

Tim presented a revision to the Fiscal Policy Revision that addresses the year end reports into gateway and the checks and balances. Tim asks that the board approve the revision to the Fiscal Polciy.

A motion was made by William Frazier to approve the revision to the DCAA Fiscal Policy 2nd by Dr. Kurt Alexander

3 ayes

Tim discussed the need in the future for a possible executive session. To discuss the future and any further changes we may need to do to offset the loss from these audits.

The Drainage work is done in area 12, equipment has been delivered, if we get good weather, we will go work on painting the T's on the GA ramp.

ENGINEER-

Wildlife Security Fence update, you all received an email from Katie, it was the environment study, Jason advised that they did not receive any feed back from the Board. At this time he asks for approval to submit the condensed environmental study to the FAA for there review.

A motion was made by Dr. Kurt Alexander to approve to send the condensed environmental study to the FAA for there review, 2nd by William Frazier.

3 ayes

Taxi Lane Project

Prebid on 9/23, bids opened last week on Thursday afternoon, bid tabulations were sent out to the board by email last Thursday. Grading and Drainage received 3 bids. 3D, VTX, Cobalt.

VTX is the low bid on the grading and drainage at \$259,174.15
Jason read a bid letter for the low bidder of VTF.

Paving 3D Cobalt and E&B Paving, 3D is the low bidder for the paving
\$387,000.00

Jason read a bid letter for the low bidder for 3D Company
\$646,174.15 total for both projects

Kurt asked Mike what he thought of the bids, Mike believes the unit costs are a bit lower, and states that we can always add on later if needed. He advised that this gives us the ability to start building.

BF&S recommends we award the projects to the low bidders.

A motion was made by Dr. Kurt Alexander to award the Grading and Drainage portion of the Taxi Lane project to VTF Excavation in the amount of \$259,174.15, and to sign the notice of award and construction contract 2nd by Mike Concannon.

3 ayes

A motion was made by Mike Concannon to award the Paving portion of the Taxi Lane project to 3D Company in the amount of \$387,000.00 and to sign the notice of award and construction contract 2nd by Dr. Kurt Alexander.

3 ayes

Jason discussed the construction phase and what Bf&S function will be moving forward in regards to project inspection, pay requests, submittals, change orders, asphalt testing. Jason asked what level of involvement the airport wanted from BF&S on the construction of this project.

Mike brought up the original contract, Jason advised that once this project is awarded the previous project agreement is done. Mike asked what we had paid BF& S for the original project, Jason did not have the total, Jason advised that with all the changes and the rebidding that BF& S lost money. Mike asked how much was paid. Jason and Tim advised that the whole project was paid in full as agreed upon by the board. Tim and Jason explained what the initial engineer project order was for, it was for design, planning and bidding of the original project, then there was the recreation of the plans to simplify the project and to put it out for rebid based on the new direction of the Airport Authority after the initial bids came in to high.

Frazier asked about the bid numbers for this project and if they were hard numbers. Mike asked about the 100,000.00 again, and discussed that the plans were bad and stated what a waste of our money, Mike Concannon inaudible and angry swearing got up and left the meeting. Mike Concannon quit the board this evening.

Jason explained that Mike was in the scoping meeting and has been in all the meetings about this project.

Jason gave a little back story to Mr. Frazier on the meetings before Mr. Frazier was on the board, and the multiple meetings after the initial project and bids were received and how Tim and Mike at the Request of Mike met to revamp the project with BF&S doing the revamp for free and rebidding the project with out another project agreement, essentially doing this revamp for free, and designing it like Tim and Mike had asked.

Frazier asked how complicated this building project would be. Jason explained the whole permitting project and testing.

Tower

Nothing to report

Legal

Jim advised that he had reached out to the Muncie Mall, nothing to report at this time.

<u>Category</u>	<u>October 2020</u>	<u>October 2019</u>	<u>2020 Difference</u>
<i>IFR Itinerant</i>	406	303	+103
<i>VFR Itinerant</i>	1267	1442	-175
<i>Local Operations</i>	<u>1012</u>	<u>1154</u>	<u>-142</u>
TOTAL ARPT OPS	2685	2899	-214
<i>Over-Flights</i>	<u>338</u>	<u>377</u>	<u>-39</u>
GRAND TOTAL	3023	3276	-253

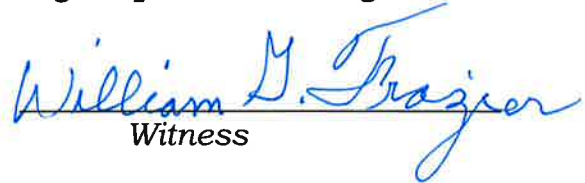
Public comments

A motion to adjourn meeting at 7:10 pm by Dr. Kurt Alexander, 2nd by William Frazier

The next board meeting of the Delaware County Airport Authority will be November 9, 2020 at 6:30pm.



Dr. Kurt Alexander, President



Witness

Prepared by Tim Baty