

DELAWARE COUNTY AIRPORT AUTHORITY
12/14/2020 – 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	Present
William Frazier	Present
Other Members	
Jim Schafer- Lawyer	Present
Tim Baty- Airport Manager	Present

Also present , Jason Clearwater Nick Tokar Muncie Aviation, Katie England BF&S, Brian Nixon (Farmer). John Ferratt- Midwest ATC

MINUTES:

The November 9, 2020 minutes presented to the Authority for Approval

A motion was made by William Frazier to accept the November 9, 2020 Minutes, 2nd Dr. Alexander

3 ayes

TREASURERS REPORT:

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

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

3 ayes

APPROVAL OF VOUCHERS:

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

A motion was made by Dr. Alexander to approve the November 2020 vouchers, and 2nd by William Frazier to approve the Vouchers for payment.

3 ayes

OLD BUSINESS –

Audit report will be discussed in the next In person Airport Authority meeting.

New Business

2020 Fund Encumbrance Resolution 2020-004 was introduced by Tim

A motion was made by William Frazier to approve Resolution 2020-004 2020 Fund Encumbrence 2nd by Rhonda Small

3 ayes

Resolution 2020-005

2020 Employee Bonus presented to the Airport Authority for consideration as a one time bonus to be paid in 2020.

A motion was made by William Frazier to approve Resolution 2020-005 2020 Employee Bonus 2nd by Rhonda Small

3 ayes

Resolution 2020-006

A resolution to transfer funds at years end was presented to Authority

A motion was made by William Frazier to approve Resolution 2020-006 2020 Fund Year End Fund Transfers 2nd by Dr. Alexander

3 ayes

Resolution 2020-007

A Resolution to allow for Electronic signatures until the end of 2020 was presented to the Authority

A motion was made by William Frazier to approve Resolution 2020-007 2020-007 Electronic Signatures 2nd by Rhonda Small

3 ayes

Management

Tim discussed with the Authority the purchase of a salt spreader for the pickup truck, also discussed the first application of De-icing agent on Runway 32 the last ice we had, worked well, we were able to keep runway open and safe.

ENGINEER-

Discussion on the Construction Contract with VTF, they are looking at starting some time in March, in the process of submitting material for approval.

CIP plan discussion, CIP is due to the FAA and INDOT by Feb 1, they will finalize and get ready for submittal.

BF&S has prepared the Federal Financial Report for the FAA for AIP Project 32, this grant is complete but has not been closed by the FAA so a Financial report is required to be submitted.

A motion was made by William Frazier to approve and submit Federal Financial Report for AIP 32 to the FAA, 2nd by Rhonda Small.

3 ayes

Wildlife Control and Security Fence Update

Environmental has been submitted to the FAA, nothing has been heard back as of yet.

Tower

Nothing new, numbers slightly up

Lawyer

Jim advised that he was working with Tim to finalize some revisions to the Farm Lease agreement.

Public Comments

Brian Nixon came to address the Authority and make a request that he would like to continue to farm the ground with another contract. Brian has emailed Tim, Jim and Kurt a request with a revised price. Brian discussed some issues with the board, after some discussion the board recessed to discuss in an executive session before returning with the conclusion that the farm ground would be put out for bid, with bid opening at the January 11th, 2021 Airport Authority meeting. Tim and Jim will prepare the bid document for the newspaper.

<u>Category</u>	<u>December 2020</u>	<u>December 2019</u>	<u>2020 Difference</u>
<i>IFR Itinerant</i>	269	278	-9
<i>VFR Itinerant</i>	1167	1149	+18
<i>Local Operations</i>	994	578	+416
TOTAL ARPT OPS	2430	2005	+425
<i>Over-Flights</i>	379	297	+82
GRAND TOTAL	2809	2302	+507

Public comments

A motion to adjourn meeting at 7:45 pm by William Frazier, 2nd Dr. Kurt Alexander

The next board meeting of the Delaware County Airport Authority will be January 11, 2021 at 6:30pm.

CKA

C Kurt Alexander (Jan 13, 2021 15:06 EST)

Dr. Kurt Alexander, President


Witness

Prepared by Tim Baty






12.14.2020 minutes

Final Audit Report

2021-01-13

Created:	2021-01-12
By:	Timothy Baty (tbaty@muncie-airport.com)
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