

DELAWARE COUNTY AIRPORT AUTHORITY
02/08/2021 – 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 Foster	Present
Russell Jones	Present
Other Members	
Jim Schafer- Lawyer	Present
Tim Baty- Airport Manager	Present

Also present , Katie England, Nick Tokar Muncie Aviation, Gary Bowden Muncie Aviation. John Ferratt- Midwest ATC

MINUTES:

The January 11, 2021 presented to the Authority for Approval

A motion was made by Mike Foster to accept the January 11, 2021 Minutes, 2nd Russel Jones

3 ayes

TREASURERS REPORT:

Tim Baty presented the Treasurers Report Financial Report for the Month of January 2021 to the board.

A motion was made by Mike Foster to accept the January 2021 Treasurers Report as given, 2nd by Dr. Alexander

3 ayes

APPROVAL OF VOUCHERS:

Tim presented the Vouchers for January 2021 were presented for payment.

A motion was made by Mike Foster to approve the January 2021 vouchers, and 2nd by Russell Jones to approve the Vouchers for payment.

3 ayes

OLD BUSINESS -

Employee Job Description was presented to the Airport Authority for the Operations Technician, for the second time, Jim reports that he had conversation with the County Attorney and that there was no freeze that affected the airport from hiring. Discussion was had and Tim will begin the process of filling the open spot due to retirement of an employee effective April 9th.

Tim updated the Authority on the estimated new FAA Contract Tower Cost Share. The Airport Authority cost will drop from \$8434.00 each month to approximately \$1700.00. Tim Explained to the new board members that this has been covered by the Authority, County Commissioners and City of Muncie, The County and City paying 2517.00 a month with airport paying the rest. This would obviously reduce the cost to all parties in the future. Tim advised that this has been a work in progress since he took over in 2016 with the FAA finally approving the change late 2020. Tim also advised the Authority that the original traffic count study for this change was done in 2016, and he will begin another one in late 2021 to see if we can get a fully funded cost share due to the steady increase in traffic the last 4 years.

New Business

Management

Tim reported to the Authority that one of the employees, Gary Zook had announced his retirement. He will be retiring at the end of March, his last day on the books will be April 9, 2021. Gary has expressed interest in remaining part time (seasonal). Tim as discussed earlier will begin the process of replacing him.

ENGINEER-

Board Action:

- Motion to approve certification of the AIP Grant Oversight Risk Assessment for submittal to FAA.

A motion was made by Mike Foster to approve the AIP Grant Oversight Risk Assessment for Submittal to the FAA and 2nd by Russell Jones.

3 ayes

Project Updates:

- Taxilane Construction
 - Grading & Drainage – on hold until the spring, expected to take approximately 45 days.
 - Paving & Lighting – will begin after grading & drainage is completed, expected to take approximately 95 days.
 - Both projects should be completed before fall, depending on the weather.
- Wildlife Control & Security Fence
 - No response from FAA yet on environmental document.
 - Independent Fee Estimate (IFE) – required for all professional services greater than \$100,000 (design for fence agreement is \$215,100). Cost is approximately \$3,500 and is reimbursable.
 - Grant application for Wildlife Fence Design will be presented in March for board approval.
- Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) (H.R. 133)
 - Signed into law on December 27, 2020. Created the Airport Coronavirus Response Grant Program (ACRGP).
 - Act includes \$45M for General Aviation airports: \$5M of which will be shared equally by contract towers.

Tower Report

Nothing to Report

Attorney

Nothing to report.

<u>Category</u>	<u>February 2021</u>	<u>February 2020</u>	<u>2021 Difference</u>
<i>IFR Itinerant</i>	<i>252</i>	<i>233</i>	<i>+19</i>
<i>VFR Itinerant</i>	<i>806</i>	<i>1081</i>	<i>-275</i>
<i>Local Operations</i>	<i>672</i>	<i>700</i>	<i>-28</i>
TOTAL ARPT OPS	1730	2014	-284
<i>Over-Flights</i>	<i>321</i>	<i>354</i>	<i>-33</i>
GRAND TOTAL	2051	2368	-317

Category	2021	2020	2021 Difference
IFR Itinerant	499	473	26
VFR Itinerant	1705	1883	-178
Local Operations	1350	1284	66
Total Airport Ops	3624	3640	-16
Over Flights	631	569	62
Grand Total	4255	4209	46

Public comments

A motion to adjourn meeting at 7:25 pm by Rhonda Small, 2nd by Dr. Alexander.

The next board meeting of the Delaware County Airport Authority will be March 8, 2021 at 6:30pm.

C. Kurt Alexander

Mar 9, 2021

Dr. Kurt Alexander, President


Witness

Prepared by Tim Baty