

**DELAWARE COUNTY AIRPORT AUTHORITY**  
**April 12, 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**

<b>Board Member</b>	<b>Present/ Absent</b>
Dr. Alexander	Present
Rhonda Small	Absent
Mike Foster	Present
Russell Jones	Present
<b>Other Members</b>	
Jim Schafer- Lawyer	Present
Tim Baty- Airport Manager	Present

*Also present , Katie England, John Ferratt- Midwest ATC*

**MINUTES:**

*The March 8 Meeting minutes presented to the Authority for approval*

***A motion was made by Mike Foster to accept the March 8, 2021 Minutes, 2<sup>nd</sup> Dr. Alexander.***

**3 ayes**

**TREASURERS REPORT:**

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

***A motion was made by Dr. Alexander to accept the March 2021 Treasurers Report as given, 2<sup>nd</sup> by Russel Jones***

**3 ayes**

**APPROVAL OF VOUCHERS:**

*Tim presented the Vouchers for March 2021 were presented for payment.*

***A motion was made by Mike Foster to approve the March 2021 vouchers, and 2<sup>nd</sup> by Russell Jones to approve the Vouchers for payment.***

**3 ayes**

## **OLD BUSINESS –**

Drainage- Tim discussed areas on the airport that needed field tile work prior to planting season, there are 4 area that will be worked on this year if weather permits.

## **New Business**

Audit Discussion- Tim advised that we had received notice that we were do for a Financial Audit for the 2020 period. After working on gathering information for the Contract State Auditors it was determined that we did not trigger a audit this year and it was cancelled.

Discussion with he board about trying to get further guidance from the State Board of Accounts on hiring independent outside auditor to audit the yearly finances for easier review and submittal to the state when we trigger a Audit with the grants. Tim Advised that previous discussions with Auditors from the State have never really gotten a answer. Tim and Jim will work on this with the SBOA.

Covid Employee policy- Tim is working on a policy for the handbook and looking for guidance on a policy for testing and attendance.

## **Management**

Nothing additional to report.

## **ENGINEER-**

Board Action:

- None

Project Updates:

- Taxilane Construction
  - Grading & Drainage – construction staking has occurred, expected to start by June 1<sup>st</sup>
  - Paving & Lighting – will begin after grading & drainage is completed, expected to take approximately 95 days.
  - Wildlife Control & Security Fence
    - Grant application submitted March 10, 2021.
    - Environmental document is still pending, waiting on a response from FAA.
  - COVID Relief Update
    - Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) grant for has not yet been awarded by FAA (should be any day now). Includes:
      - \$23,000 for operations
      - \$34,162 for contract tower expenses
    - New American Rescue Plan for 2021 includes grants for operations and 100% Federal funding for FY 2021 AIP grants.
      - A 3<sup>rd</sup> operating expenses grant (est. at slightly more than CARES grant of \$69,000) is expected.
      - Likely to arrive in July – August timeframe.

## **Tower Report**

John wanted to thank Tim for helping put the presentation together for the Runway Safety Meeting that was held this month.

**Attorney**

Nothing to report

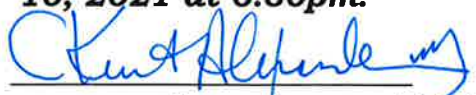
<u>Category</u>	<u>April 2021</u>	<u>April 2020</u>	<u>2021 Difference</u>
<i>IFR Itinerant</i>	<i>243</i>	<i>171</i>	<i>+72</i>
<i>VFR Itinerant</i>	<i>1503</i>	<i>1082</i>	<i>+421</i>
<i>Local Operations</i>	<u><i>1074</i></u>	<u><i>750</i></u>	<u><i>+324</i></u>
<b>TOTAL ARPT OPS</b>	<b>2820</b>	<b>2003</b>	<b>+817</b>
<i>Over-Flights</i>	<u><i>401</i></u>	<u><i>388</i></u>	<u><i>+13</i></u>
<b>GRAND TOTAL</b>	<b>3221</b>	<b>2391</b>	<b>+830</b>

Category	2021	2020	2021 Difference
IFR Itinerant	1018	877	+141
VFR Itinerant	4928	3842	+1086
<b>Local Operations</b>	<b>4104</b>	<b>2668</b>	<b>+1436</b>
Total Airport Ops	10120	7387	+2733
Over Flights	1444	1233	+211
Grand Total	11564	8620	+2944

**Public comments**

***A motion to adjourn meeting at 7:05 pm by Mike Foster, 2<sup>nd</sup> by Dr. Alexander.***

***The next board meeting of the Delaware County Airport Authority will be May 10, 2021 at 6:30pm.***

  
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 Dr. Kurt Alexander, President

  
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 Witness

**Prepared by Tim Baty**