

DELAWARE COUNTY AIRPORT AUTHORITY

**July 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

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

Also present , Jason Clearwater BF&S, John Ferratt- Midwest ATC, Martin Ingram.

MINUTES:

The May Minutes presented to the Authority for approval

A motion was made by Dr. Alexander to accept the May 10th, 2021 Minutes, 2nd Foster.

4 ayes

No minutes for the June Meeting due to no quorum.

TREASURERS REPORT:

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

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

4 ayes

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

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

APPROVAL OF VOUCHERS:

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

A motion was made by Russel Jones to approve the May 2021 vouchers, and 2nd by Rhonda Small to approve the Vouchers for payment.

4 ayes

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

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

4 ayes

OLD BUSINESS -

Drainage Update- Tim Reported that all phases of the previous drainage work has been completed, the fields appear to be draining well when we have rain, all fields were planted without difficulty.

New Business

Tim Presented Salary Ordinance 2021-001 for approval.

Long discussion by all board members on the proposed raise for the Maintenance Operations Tech and Maintenance Tech. After discussion the Ordinance was changed to increase hourly rates for those two employees from the original document.

A motion was made by Dr. Alexander to approve the Salary Ordinance 2021-001 with the changes, 2nd by Mike Foster to approve.

4 ayes

Tim Presented Resolution 2021-002 in regards to electronic meetings held by the Airport Authority. Discussion had.

A motion was made by Dr. Alexander to approve Resolution 2021-002 in Regards to electronic meetings, and 2nd by Russel Jones to approve.

4 ayes

Tim Presented a proposal to purchase and install Virtower Airport operations equipment that will help with data in regards to operations at the Airport and surrounding area.

Tim also discussed the possibility of the Aviation Division from the State of Indiana INDOT to help fund this software.

A motion was made by Mike Foster to approve The purchase and Install of the Virtower operations software, 2nd by Dr. Alexander to approve.
4 ayes

Tim presented a lease agreement between the Airport Authority and Dr. Alexander for use of the room (Baggage Claim) for the purpose of aviation physicals. Lease agreement was discussed and presented.

A motion was made by Mike Foster to approve the Lease agreement between Dr. Kurt Alexander and Airport Authority, 2nd by Rhonda Small to approve.

4 ayes

Management

Tim Presented a draft of Minimal Standards in regards to hanger development and other development in the new development area, this document and other documents will be discussed further at subsequent meetings.

Tim advised the board that he will also work on sending a draft Land Lease agreement for discussion for the next meeting.

ENGINEER-

Jason Clearwater presented to the Authority Progress estimate 1 to VTF excavation for work completed on the Taxilane project up to July 1. Total for PE#1 is \$96,794.62 with a 5% hold of \$4,839.73 for a total due to VTF of \$91,954.89

A motion was made by Dr. Alexander to approve progress estimate #1 in the amount of \$91,954.89 to VTF, 2nd by Rhonda Small to approve the Vouchers for payment.

4 ayes

Jason Clearwater discussed The ARPA (Cares 3.0) grant, in the amount of \$59,000 similar to the first cares grant to the airport. Paperwork has been sent and grant award should be coming soon. Jason also discussed that this will also allow for 100% Fed in the Wildlife Fence Design grant this fall.

A Motion to accept ARPA Grant in the amount of \$59,000.00 (Cares 3.0) by Mike Foster, 2nd by Rhonda Small.

4 Ayes

Tower Report

Attorney

Nothing to report

<u>Category</u>	<u>July 2021</u>	<u>July 2020</u>	<u>2021 Difference</u>
<i>IFR Itinerant</i>	384	306	+78
<i>VFR Itinerant</i>	1483	1872	-389
<i>Local Operations</i>	<u>1326</u>	<u>1700</u>	<u>-374</u>
TOTAL ARPT OPS	3193	3878	-685
<i>Over-Flights</i>	<u>422</u>	<u>444</u>	<u>-22</u>
GRAND TOTAL	3615	4322	-707

<u>Category</u>	<u>2021</u>	<u>2020</u>	<u>DIFFERENCE</u>
<i>IFR Itinerant</i>	2057	1744	+313
<i>VFR Itinerant</i>	9236	9142	+94
<i>Local Operations</i>	8082	7336	+746
TOTAL ARPT ops	19445	18222	+1223
<i>Over-Flights</i>	2686	2536	+150
GRAND TOTAL	22131	20758	+1373

Public comments

A motion to adjourn meeting at 8:00 pm by Dr. Alexander, 2nd by Russel Jones.

The next board meeting of the Delaware County Airport Authority will be August 9, 2021 at 6:30pm.



Dr. Kurt Alexander, President



Witness

Prepared by Tim Baty