

DELAWARE COUNTY AIRPORT AUTHORITY
August 9, 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 BF&S, John Ferratt- Midwest ATC, Martin Ingram.

MINUTES:

The July Minutes presented to the Authority for approval

A motion was made by Mike Foster to accept the July 12, 2021 Minutes, 2nd by Russel Jones.

3 ayes

TREASURERS REPORT:

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

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

3 ayes

APPROVAL OF VOUCHERS:

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

A motion was made by Dr. Alexander to approve the July 2021 vouchers, and 2nd Russel Jones to approve the Vouchers for payment.

3 ayes

OLD BUSINESS -

Minimum Standards document from last month will be discussed in the September meeting when we don't have to discuss budget

New Business

Tim presented the Authority with a Draft Land Lease Document, asked the Authority to take a look at this Land Lease Document, review it and mark it up for the next meeting so that we can discuss moving forward with the land lease document.

Tim presented a Job Works contract for renewal; Job Works is our outside accounting firm that audits and checks books monthly. Job Works has been with us since 2017.

A motion was made by Mike Foster to approve the Contract Renewal for Job Works, and to allow Tim to sign. 2nd by Dr. Alexander to approve.

3 ayes

2022 Budget Presented with changes from last month including Salary Ordinance change and a decrease in Insurance by \$10,000. Discussion on Insurance that we provide, Tim recommends a discussion at a later time to discuss what we will cover. The general fund budget is \$607,139.00

A motion was made by Dr. Alexander to approve the 2022 Budget. 2nd by Russel Jones to approve.

3 ayes

Management

Tim discussed making a change to the farm lease agreement due to the construction. This was discussed in the bidding and award meetings. This adjustment is 10 acres that were lost due to construction. Jim will make an

amendment to the contract which will lower the farmers 2nd payment for this year and we will revisit after construction to alter for next years crop.

A motion was made by Mike Foster to amend the farm contract with Brian Nixon 10 acres x 315 = \$3150.00. 2nd by Dr. Kurt Alexander to approve.

3 ayes

Discussion on the new Virtower program. It is up and running and tracking traffic in our Air Space 24 hrs a day.

ENGINEER-

Pay estimate #2 from VTF in the amount of \$112,927.07 presented by the Engineer for the taxilane grading and draining.

A motion was made to approve PE#2 to VTF in the amount of \$112,927.07 by Dr. Alexander 2nd by Russel Jones to approve.

3 ayes

See attached Engineer Report

Project Updates:

- Taxilane Construction

o Grading & Drainage - Project is done except for seeding (sub-contractor has been delayed). Next month will be final balancing progress estimate for VTF Excavation, LLC.

o Paving & Lighting -A pre-construction meeting on 8/9/21 with 3D. VTF is ready to turn site over to them for paving and lighting. Expected to take approximately 95 days.

- Wildlife Control & Security Fence

o Grant application submitted March 10, 2021. As of Friday, still in the queue for approval.

o The Condensed Environmental Assessment for the Wildlife Fence, Finding of No Significant Impact (FONSI), was signed by FAA on May 26, 2021.

- COVID Relief Update

o American Rescue Plan for 2021 includes grants for operations and 100% Federal funding for FY 2021 AIP grants. Grant received on July 26, 2021. Previous relief grants used for payroll.

Tower Report

John advised that it was a busy weekend with Crop Dusting in the Area.

Attorney

Jim asked if the board wanted Tim to sign amendment to farmer or the board, the board advised that Tim can Sign it.

<u>Category</u>	<u>August 2021</u>	<u>August 2020</u>	<u>2021 Difference</u>
<i>IFR Itinerant</i>	324	322	+02
<i>VFR Itinerant</i>	1417	2062	-645
<i>Local Operations</i>	<u>1560</u>	<u>1310</u>	<u>+250</u>
TOTAL ARPT OPS	3301	3694	-393
<i>Over-Flights</i>	<u>577</u>	<u>490</u>	<u>+87</u>
GRAND TOTAL	3878	4184	-306

<u>Category</u>	<u>2021</u>	<u>2020</u>	<u>DIFFERENCE</u>
<i>IFR Itinerant</i>	2381	2066	+315
<i>VFR Itinerant</i>	10653	11204	-551
<i>Local Operations</i>	9642	8646	+996
TOTAL ARPT ops	22746	21916	+830
<i>Over-Flights</i>	3263	3026	+150
GRAND TOTAL	26009	24942	+1067

Public comments

Muncie Aviation was advised that Flight Physicals are going to be offered out of the Terminal beginning in September.

A motion to adjourn meeting at 8:10 pm by Dr. Alexander, 2nd by Russel Jones.

The next board meeting of the Delaware County Airport Authority will be September 13, 2021 at 6:30pm.



Dr. Kurt Alexander, President



Witness

Prepared by Tim Baty