

DELAWARE COUNTY AIRPORT AUTHORITY
September 13, 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- Electronic
Mike Foster	Present
Russell Jones	Present
Other Members	
Jim Schafer- Lawyer	Present
Tim Baty- Airport Manager	Present

Also present , Katie England BF&S, Martin Ingram, Nick Tokar Muncie Aviation

MINUTES:

The August Minutes presented to the Authority for approval

A motion was made by Mike Foster to accept the August 9, 2021 Minutes, 2nd by Dr. Alexander.

4 ayes

TREASURERS REPORT:

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

A motion was made by Jones to accept the August 2021 Treasurers Report as given, 2nd by Mike Foster

4 ayes

APPROVAL OF VOUCHERS:

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

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

4 ayes

OLD BUSINESS -

Discussion on the Minimum Standards and some ideas to make sure that they are not too involved to scare away potential land lease tenants.

Tim wanted to make sure that everyone has a copy of the Land Lease Draft and Minimum Standard draft so that we can discuss them in depth during the October Meeting.

New Business

Tim discussed some options for a possible Covid Sick Policy, it will be discussed further at a later meeting. Tim is trying to work on a policy that will be similar to the Delaware County HR Policy.

ENGINEER-

Katie from BF&S presented FAA Grant 37 for the Wildlife and Security Fence Design in the amount of \$217,100 (100% Fed) for approval by Authority

A motion was made to approve FAA AIP Grant 37 Wildlife and Security Fence Design in the amount of \$217,100.00 by Dr. Alexander 2nd by Russel Jones to approve.

4 ayes

Pay Request #1 to 3D Company, Inc was presented to the Authority for review and approval in the amount of \$17,506.21 with \$875.31 held in retainage for a total amount due to 3D of \$16,630.90.

A motion was made to approve Pay Request #1 to 3D Company in the amount of \$16,630.90 by Mike Foster 2nd by Russel Jones to approve.

4 ayes

See attached Engineer Report

Board Action:

- Motion to accept FAA Grant AIP 37 for Wildlife and Security Fence Design in the amount of \$217,100. (100% Federal).

Tower Report

Attorney

<u>Category</u>	<u>September 2021</u>	<u>September 2020</u>	<u>2021 Difference</u>
<i>IFR Itinerant</i>	292	346	-54
<i>VFR Itinerant</i>	1498	1776	-278
<i>Local Operations</i>	<u>1582</u>	<u>1174</u>	<u>+408</u>
TOTAL ARPT OPS	3372	3296	+76
<i>Over-Flights</i>	<u>542</u>	<u>439</u>	<u>+103</u>
GRAND TOTAL	3914	3735	+179

2021 Yearly Accumulation

<u>Category</u>	<u>2021</u>	<u>2020</u>	<u>DIFFERENCE</u>
<i>IFR Itinerant</i>	2673	2412	+261
<i>VFR Itinerant</i>	12151	12980	-829
<i>Local Operations</i>	11224	9820	+1404
TOTAL ARPT ops	26118	25212	+906
<i>Over-Flights</i>	3805	3465	+340
GRAND TOTAL	29923	28677	+1246

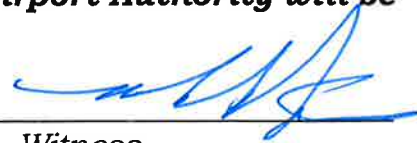
Public comments

A motion to adjourn meeting at 8:05 pm by Dr. Alexander, 2nd by Russel Jones.

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



Dr. Kurt Alexander, President



Witness

Prepared by Tim Baty

- Motion to approve Pay Request #1 to 3D Company, Inc. in the amount of \$17,506.21 of which \$875.31 will be held in retainage for an amount due of \$16,630.90.

Project Updates:

- Taxilane Construction
 - Grading & Drainage – VTF Excavation has seeding left to complete.
 - Paving & Lighting – A pre-construction meeting was held last month. Construction has been delayed due to aggregate testing issues.
 - Wildlife Control & Security Fence
 - FAA grant received on August 27, 2021, for Wildlife and Security Fence Design and reimbursement for IFE performed by Foth (\$2,000).
- Schedule for Design:
 - Pre-application due December 1, 2021
 - Survey completed – January 2022
 - 90% Design – March 2022
 - Final Design – April 2022
 - Advertise for Bids – May 2022
 - Bid Opening – June 2022
 - Grant Application – July 2022
- COVID Relief Update
 - American Rescue Plan Act (ARPA) for 2021 provides for reimbursement for operating expenses, similar to previous COVID relief grants. Grant received in July for \$59,000. Previous relief grants have been used to reimburse payroll, but many kinds of operating expenses are eligible.
 - Aviation Indiana Annual Conference – Blue Chip Casino, Michigan City, October 12-14th
 - Registration is now open: <https://www.aviationindiana.com/2021-conference-registration/>