

**DELAWARE COUNTY AIRPORT AUTHORITY**  
**August 12, 2024 – 6:30 pm**  
**401 W. Carl Simmons Drive**  
**Muncie, IN 47303**

Russell Jones called the meeting to order at 6:30 pm,

**Roll Call**

<b>Board Member</b>	<b>Present/ Absent</b>
Steve Slavin	Present
Mike Foster	Present
Russel Jones	Present
Nora Powell	Present
<b>Other Members</b>	
Jim Schafer- Lawyer	Present
Tim Baty- Airport Manager	Present

*Also present, Jason Clearwaters BF&S, John Ferratt- Midwest ATC, and Martin Ingram-MAC, Nick Tokar- MAC*

**MINUTES:**

*The July 8th, 2024, Meeting Minutes presented to the Authority for approval.*

***A motion was made by S.Slavin to accept the July 8, 2024 Minutes, 2<sup>nd</sup> by N. Powell.***

***Roll Call Vote 3 ayes 1 Abstain***

**Treasurers Report**

Tim presented the July 2024 Treasurers report to the Authority for Approval.

<b><u>Account</u></b>	<b><u>Beg Balance</u></b>	<b><u>Receipts</u></b>	<b><u>Disbursements</u></b>	<b><u>Ending Bal</u></b>
<b>General</b>	\$204,7455.64	\$9,999.01	\$52,658.99	\$2,004,795.66
<b>Cumulative</b>	\$962,066.19	\$6,370.57	\$0.00	\$968,436.76
<b>Rainy Day</b>	0	0	0	0
<b>Federal Proj</b>	(0.45)	0	0	(0.45)
<b>State Project</b>	\$1,200.00	0	\$1,200.00	0.00
<b>Totals</b>	\$3,010,721.38	\$16,369.58	\$53,858.99	\$2,973,231.97

***A motion was made by M. Foster to accept the June 2024 Treasurers Report, 2<sup>nd</sup> by N. Powell***

**Roll Call Vote 4 ayes**

**Voucher**

Tim Presented the July 2024 Vouchers to the Authority for approval.

***A motion was made by M. Foster to accept the July 2024 Voucher Report, 2<sup>nd</sup> by N. Powell.***

**Roll Call Vote 4 ayes**

*The July 8th, 2024 Executive Session Meeting Minutes presented to the Authority for approval*

***A motion was made by M. Foster to accept the July 8, 2024 Executive Session Minutes, 2<sup>nd</sup> by S. Slavin.***

**Roll Call Vote 3 ayes 1 Abstain**

**Presentation**

Star Bank came to the meeting to discuss new features available at Star Bank, including Fraud prevention- Positive Pay and options for better income from our Deposited money than we currently have. Betsy Huffman explained Positive Pay and options for future investments.

**Old Business**

Tim presented the latest draft of the 2025 budget to the Airport Authority and the Salary Study along with Salary Data for the airport employees. Budget was discussed and the DLGF Budget workshop meeting that Tim participated in earlier in the Day. Discussion on the Salary study and increase for 2025 Budget.

Tim updated the Authority on the ongoing 4 year Audit from the SBOA, all documents requested have been uploaded- no timeline on how long it will take.

**New Business**

Tim presented Resolution 2024-003 to the Airport Authority in regards to cleaning up the Authorities adoption of Uniform Control and Guidance guidelines from May 9, 2016. Tim advised that it was discussed with him from one auditor that technically the Authority should have had a Resolution in place approving the guidelines. This resolution affirms the adoption of the Uniform Control Guidance policy from May 9, 2016.

***A motion was made by N. Powell to approve the Resolution 2024-004 Affirming the Meeting minutes of May 9, 2016 in regards to Uniform Control and Guidance , 2<sup>nd</sup> by M. Foster.***

***Roll Call Vote 4 ayes***

Tim wanted to notify the Authority that we received notification on Friday that we had been awarded the Wildlife and security fence grant in the amount of 1,338,940. This is for phase 1 of the fence project. We expect to receive grant to sign in the next week or so.

Federal 90%-\$1,338,940.00  
State 5%- \$74,386.00  
Local 5%- \$74,386.00

Tim presented the 2025 Salary Resolution for Airport Authority Review and approval, 2024-003.

***A motion was made by M. Powell to approve the Resolution 2024-003 Salary for 2025, 2<sup>nd</sup> by S. Slavin.***

***Roll Call Vote 4 ayes***

Tim presented to the Airport Authority the 2025 Operating Budget for approval Resolution 2024-005.

***A motion was made by M. Foster to approve the Resolution 2024-005 the 2025 Operating Budget for the Delaware County Airport , 2<sup>nd</sup> by N. Powell.***

***Roll Call Vote 4 ayes***

The Airport Authority discussed the Star Financial Bank Presentation and moving the airport funds to the High Yield account and believes that it is best to enroll in Positive pay fraud protection, Tim also requested that Russell Jones and Steve Slavin contact star to update the signature card file.

***A motion was made by S. Slavin to Authorize Tim to work with Star Bank to make the switch from the Preferred account to High Yield accounts and to start Fraud Protection- Positive pay and to make changes to signature card , 2<sup>nd</sup> by M. Foster.***

***Roll Call Vote 4 ayes***

**Engineering**

Jason Clearwaters from BFS discussed the ATC Voice Switch tower communication equipment BIL Fund grant. Project is ready to go to bid, Jason asked the Authority for Authorization to put advertise project for bid.

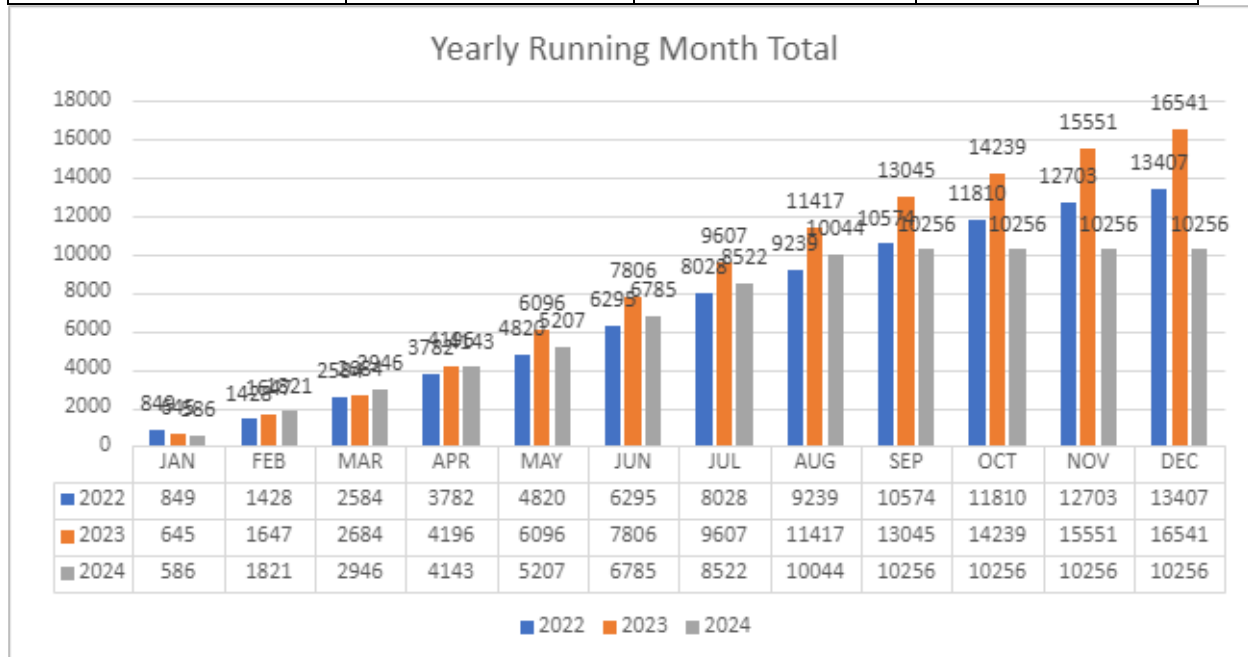
***A motion was made by M. Foster to Authorize BF&S to advertise the ATC Voice Switch and Communication equipment for bid , 2<sup>nd</sup> by N. Powell.***

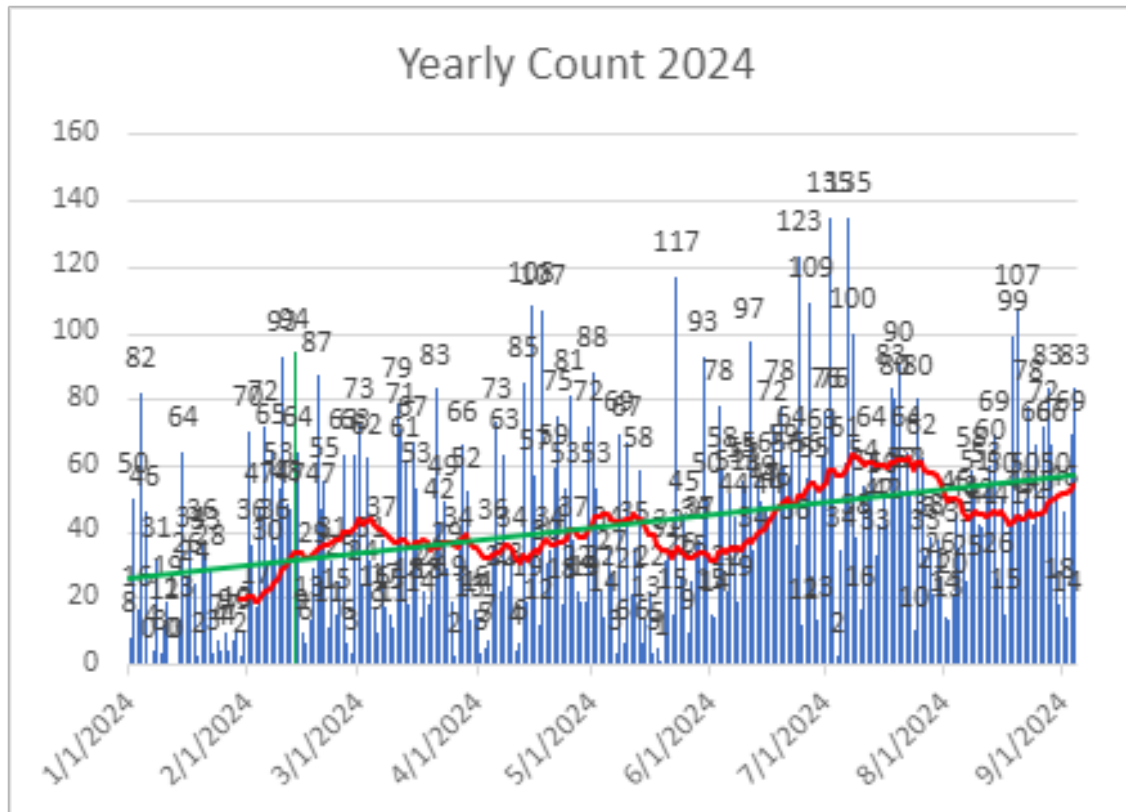
***Roll Call Vote 4 ayes***

Update on the Rotary Snow removal broom, estimated delivery is still slated for early September of this year.

**Tower Report**

<b><u>Category</u></b>	<b><u>August 2024</u></b>	<b><u>August 2023</u></b>	<b><u>2024 Difference</u></b>
<i>IFR Itinerant</i>	<i>282</i>	<i>379</i>	<i>-97</i>
<i>VFR Itinerant</i>	<i>1438</i>	<i>1221</i>	<i>+217</i>
<i>Local Operations</i>	<i>796</i>	<i>1092</i>	<i>-296</i>
<b>TOTAL ARPT OPS</b>	<b>2516</b>	<b>2692</b>	<b>-176</b>
<i>Over-Flights</i>	<i>622</i>	<i>537</i>	<i>+35</i>
<b>GRAND TOTAL</b>	<b>3138</b>	<b>3279</b>	<b>-141</b>
<b>Virtower</b>	<b>1522</b>	<b>1810</b>	<b>-1810</b>





### **Attorney Report**

Nothing to report from lawyer

### ***Public comments***

***A motion to adjourn the meeting at 7:55 pm.***

***Roll Call Vote 4 ayes***

***The next board meeting of the Delaware County Airport Authority will be on September 9, 2024 at 6:30pm.***

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*Russel Jones, Chairman*

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*Witness*