

DELAWARE COUNTY AIRPORT AUTHORITY
December 8, 2025 – 6:30 pm
401 W. Carl Simmons Drive
Muncie, IN 47303

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

Roll Call

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

Also present, Nick Tokar- Muncie Aviation, John Ferratt- Midwest ATC

MINUTES:

The November 10 ,2025 Meeting Minutes presented to the Authority for approval.

A motion was made by N. Powell to accept the November 10,2025 Minutes, 2nd by M. Foster.

Roll Call Vote 4 ayes 0 No

Treasurers Report

Tim presented the October 2025 Treasurers report to the Authority for Approval.

| Account | Beg Balance | Receipts | Disbursements | Ending Bal |
|----------------------|--------------------|-----------------|----------------------|-------------------|
| General | \$2,212,404.50 | \$9,842.83 | \$155,829.26 | \$2,066,418.07 |
| Cumulative | \$1,149,516.24 | \$10,159.04 | \$0.00 | \$1,159,675.28 |
| Rainy Day | 0 | 0 | 0 | 0 |
| Federal Proj | \$-19,236.00 | 0 | 0 | -\$19,236.00 |
| State Project | \$-1,356.11 | 0 | 0 | -\$1,356.11 |
| Totals | \$3,341,328.63 | \$20,001.87 | \$155,829.26 | \$3,205,501.24 |
| | | | | |

A motion was made by N. Powell to accept the October 2025 Treasurers Report, 2nd by M. Foster

Roll Call Vote 4 ayes 0 naves

Voucher

Tim Presented the October 2025 Vouchers to the Authority for approval.

| | |
|-----------------------|---------------------|
| Total Checks | \$155,829.26 |
| Total Deposits | \$20,001.87 |

A motion was made by M. Foster to accept the October 2025 Voucher Report, 2nd by R. Jones.

Roll Call Vote 4 ayes 0 Naves

Tim Presented the November 2025 Treasurer Report for Authority Approval,

| Account | Beg Balance | Receipts | Disbursements | Ending Bal |
|----------------------|--------------------|-----------------|----------------------|-------------------|
| General | \$2,066,418.07 | \$202,355.43 | \$44,951.33 | \$2,223,822.17 |
| Cumulative | \$1,159,675.28 | \$31,215.92 | \$0.00 | \$1,190,891.20 |
| Rainy Day | 0 | 0 | 0 | 0 |
| Federal Proj | -\$19,236.00 | 19,236.00 | 0 | 0 |
| State Project | -\$1356.11 | 0 | 0 | -\$1,356.11 |
| Totals | \$3,205,501.24 | \$252,807.35 | \$44,951.33 | \$3,413,357.26 |
| | | | | |

A motion was made by R. Jones to accept the November 2025 Treasurers Report, 2nd by M. Foster

Roll Call Vote 4 ayes 0 naves

| | |
|-----------------------|---------------------|
| Total Checks | \$44,951.33 |
| Total Deposits | \$252,807.35 |

A motion was made by M. Foster to accept the November 2025 Voucher Report, 2nd by S. Slavin.

Roll Call Vote 4 ayes 0 Naves

Old Business

Tim gave an updated timeline on the New Maintenance building, advised that the majority of the Metal is on, waiting on Garage Door install. Tim is working

with the electric company to provide options for power feed to building and looking for electrician to set meter base and install panel.

New Business

Tim discussed that he was working on Access control and security options for the new fence and gates. Since project has not started yet, will bring quotes to the January meeting since this will involve 2026 Local funds anyways.

Tim brought up Financial Edge Software system again and discussed purchasing a 15 hr training consulting block to help train Val and Himself on the new updates to the upgraded system, If we do not use all of the 15 hrs, we do not pay for them.

Tim presented transfer resolution 2025-015 transferring money from one line item to another in the same fund.

A motion was made by M. Foster to Approve Transfer Resolution 2025-015, 2nd by N. Powell .

Roll Call Vote 4 ayes 0 Nayas

Tim asked the Airport Authority to approve payroll deductions for employee initiated AFLAC insurance if they chose to purchase, this is 100 employee paid, Tim just asking for permission for it to be payroll deducted.

A motion was made by M. Foster to approve payroll deduction for AFLAC supplemental insurance, 2nd by R. Jones.

Roll Call Vote 4 ayes 0 Nayas

Tim presented a quote from Goth and Sons excavating to repair and replaced drainage tiles on the north end of the airport, in Area 51. The Price of the quote is \$8,726.00

A motion was made by M. Foster to approve drainage work in Area 15 North End in the amount of \$8,726.00 , 2nd by S. Slavin.

Roll Call Vote 4 ayes 0 Nayas

Tim also presented additional work that needs to be done on the south end, Nursing home lot, next to farm house on walnut between walnut and the mall ponds, this work is more extensive and needs to be done to protect our farm ground from constant flooding caused by wildlife (beavers) creating damns from the mall pond in our ditch. The county does not claim this ditch and ditch has been neglected. Work would include clearing of the ditch from walnut to the mall pond outflow, and creating a crossing to allow us to maintain the backside

of our property. Tim is just advising authority of work to come in 2026, no action needed at this time by the authority.

Engineering

No action items from Engineering

Jason Clearwaters advised that the updated CIP was submitted to the FAA and INDOT on time.

AIP 41 is complete and closeout documents have been submitted to the FAA, waiting on the last reimbursement from the State then it will be completed.

AIP 37 is also complete and documents have been submitted to close out this grant as well.

Fence Phase 2 is still waiting to get started, contractor has advised that they have been held up at two other airports and hope to start here first of January.

Fuel System, waiting on fuel tank delivery in March

ATC Voice Switch System, equipment is being ordered, projected completion date June 2026.

Jason advised that a Survey crew will likely be out in January to start planning the new taxilane design.

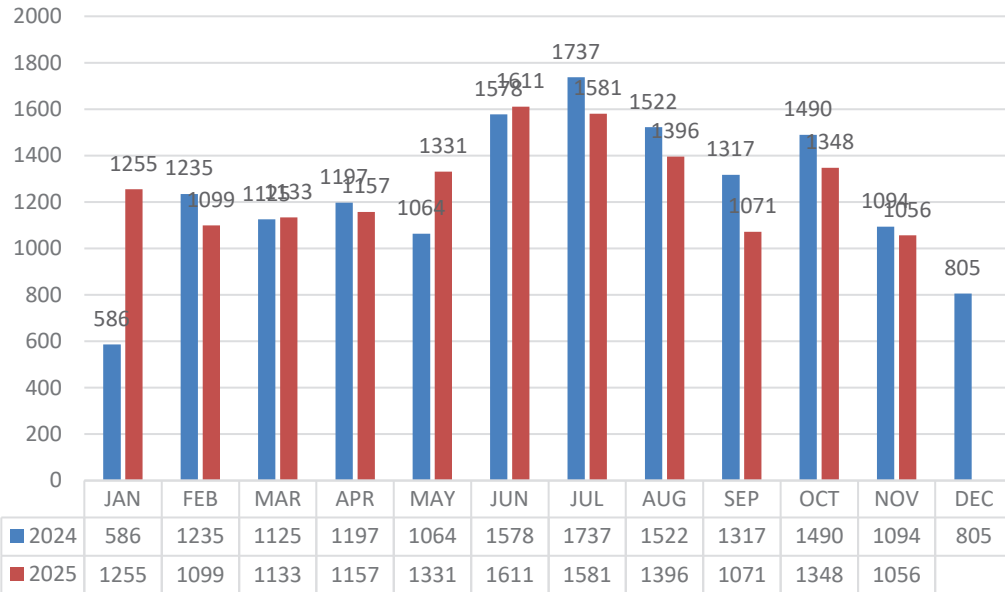
Management Report

Tower Report

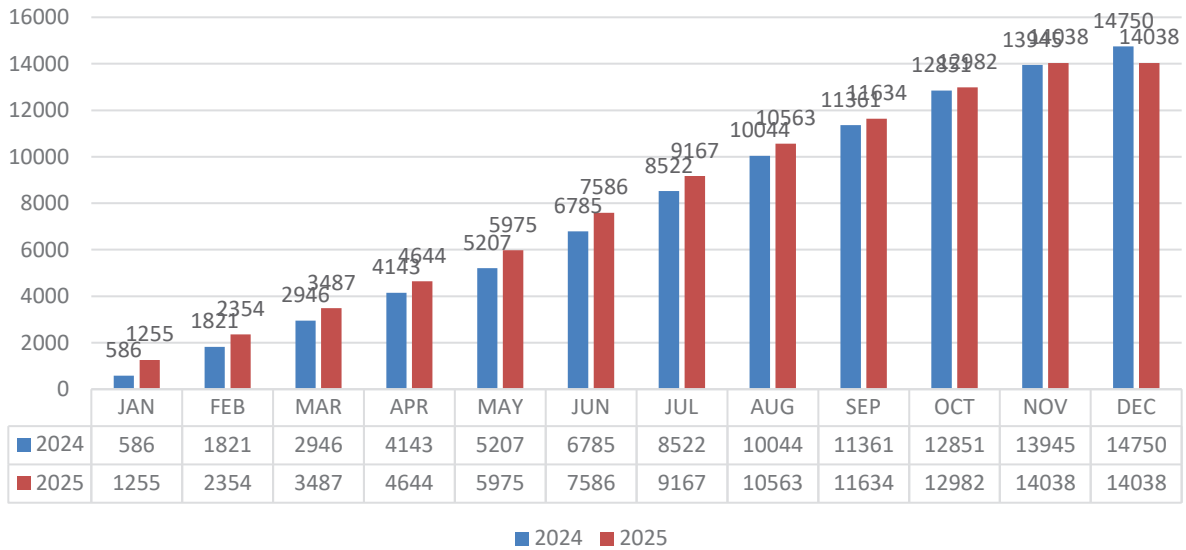
| <u>Category</u> | <u>November 2025</u> | <u>November 2024</u> | <u>2025 Difference</u> |
|-------------------------|-----------------------------|-----------------------------|-------------------------------|
| <i>IFR Itinerant</i> | 283 | 341 | -53 |
| <i>VFR Itinerant</i> | 787 | 758 | +29 |
| <i>Local Operations</i> | <u>652</u> | <u>548</u> | <u>+104</u> |
| TOTAL ARPT OPS | 1722 | 1647 | +75 |
| <i>Over-Flights</i> | <u>377</u> | <u>436</u> | <u>-59</u> |
| GRAND TOTAL | 2099 | 2083 | +16 |
| | | | |

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|-----------------|-------------|-------------|------------|
| Virtower | 1056 | 1094 | -38 |
| | | | |

2024-2025 Comp Virtower



Yearly Running Month Total



Attorney Report

Public comments

A motion to adjourn the meeting at 7:45 pm.

Roll Call Vote 4 ayes

The next board meeting of the Delaware County Airport Authority will be on January 12, 2026 at 6:30pm.



 Russell Jones, Chairman



 Witness

****Role Call Votes for Meeting****

Voting Record
 Date: 12-8-2025

Reason: Approval of November 10, 2025 Meeting minutes

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
|--------------------|--------------|-------------|-------------|---------------|
| Motion to Approve: | | ✓ | ✓ | |
| Seconded by: | | | ✓ | |

Voting Record
 Date: 12-8-2025

Reason: Approval of October 2025 Checks and deposits

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
|--------------------|--------------|-------------|-------------|---------------|
| Motion to Approve: | | | ✓ | |
| Seconded by: | | | | ✓ |

Voting Record
 Date: 12-8-2025

Reason: Approval of October 2025 Balance sheet

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
|--------------------|--------------|-------------|-------------|---------------|
| Motion to Approve: | | ✓ | | |
| Seconded by: | | | ✓ | |

Voting Record
Date: 12-8-2025

Reason: Approval of November 2025 Checks and Deposits

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
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| Motion to Approve: | J | | ✓ | |
| Seconded by: | J | | | |

Voting Record
Date: 12-8-2025

Reason: Approval of November 2025 Fund Balances

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
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| Motion to Approve: | | | | ✓ |
| Seconded by: | | | J | |

Voting Record
Date: 12-08-2025

Reason: Approval of Transfer Resolution 2025-015

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
|--------------------|--------------|-------------|-------------|---------------|
| Motion to Approve: | | | ✓ | |
| Seconded by: | | ✓ | | |

Voting Record
Date: 12-8-2025

Reason: Approval of Area 15 Drainage Tile work North End Runway 21

| NAME | TITLE | Yes | No | Abstain |
|---------------|-----------------|-----|----|---------|
| Russell Jones | Board Chairman | ✓ | | |
| Mike Foster | Board Member | ✓ | | |
| Nora Powell | Board Secretary | ✓ | | |
| Steve Slavin | Vice Chair | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
|--------------------|--------------|-------------|-------------|---------------|
| Motion to Approve: | | | ✓ | |
| Seconded by: | ✓ | | | |

Voting Record
 Date: January 12, 2026

Reason: Approval of Dec 8 2025 Meeting minutes

| NAME | TITLE | Yes | No | Abstain |
|---------------|-------|-----|----|---------|
| Russell Jones | | ✓ | | |
| Mike Foster | | ✓ | | |
| Nora Powell | | | | |
| Steve Slavin | | ✓ | | |
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| | Steve Slavin | Nora Powell | Mike Foster | Russell Jones |
|--------------------|--------------|-------------|-------------|---------------|
| Motion to Approve: | ✓ | | ✓ | |
| Seconded by: | ✓ | | | |