

DELAWARE COUNTY AIRPORT AUTHORITY
November 18, 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

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

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

MINUTES:

The October 21 , 2024, Meeting Minutes presented to the Authority for approval.

A motion was made by N. Powell to accept the October 21, 2024 Minutes, 2nd by M. Foster.

Roll Call Vote 3 ayes 0 No

Treasurers Report

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

<u>Account</u>	<u>Beg Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Bal</u>
General	1,930,325.34	108,162.13	46,249.35	1,992,238.12
Cumulative	980,327.06	0	0	\$980,327.06
Rainy Day	0	0	0	0
Federal Proj	(18,349.31)	15,887.24	0	(2,462.07)
State Project	(1,019.37)	0	0	(\$1,019.37)
Totals	2,891,283.72	124,049.37	46,249.35	2,969,083.74

A motion was made by N. Powell to accept the October 2024 Treasurers Report, 2nd by M. Foster

Roll Call Vote 3 ayes

Voucher

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

Total Checks	\$46,249.35
Total Deposits	\$124,049.37

A motion was made by M. Foster to accept the October 2024 Voucher Report, 2nd by N. Powell.

Roll Call Vote 3 ayes

Old Business

Tim provided an update to the Authority on the ongoing 4 year Audit from the SBOA, still waiting on it to be closed out. Have not had any recent requests this month.

Tim Provided an update on the FAA Certification inspection that was completed In September. The two items that needed corrected that related to Muncie Aviation Fueling, have been corrected and the inspection has been completed.

New Business

Tim Presented the airport authority with two insurance company options that the Insurance Broker returned to us to continue. One being our current provider, United Health which is increasing around 20%, the broker advised that they went back to negotiate and got the rate down to around 17% increase. The other option was to switch to Anthem Blue Cross, this rate is much lower than our current monthly premium. Tim advised that he would recommend going with Anthem Blue Cross Blue Shield Blue Access plan 8BJ2 for a decrease of nearly 1100.00 a month in premium. The Dental and vision did not change much and Tim advised going with the Brokers Recommendation as well.

A motion was made by M. Foster to approve the switch to Anthem Blue Cross Blue Shield Medical, Dental and Vision insurance for the year 2025 for the reduced premium, 2nd by N. Powell.

Roll Call Vote 3 ayes

Tim presented Employee Stipend Resolution 2024-009 allowing for a one time payment in December 2024 for a stipend for all full time employees and part time administrative asst.

A motion was made by M. Foster to approve Resolution 2024-009- 2024 Employee Stipend, 2nd by N. Powell.

Roll Call Vote 3 ayes

Tim has include a presentation in the packet to discuss the annual financial and Airport Operations activities. Tim presented the income generated by both Property Tax and Interest income. The longer discussion was held on airport operations that are down slightly over previous years. Small discussion on root causes, or suspected issues. Restaurant not being open and the current economy and fuel prices. Tim will include these numbers and graphs quarterly in the minutes for updates.

Engineering

Jason discussed that the Snow Removal Equipment AIP #40, is now complete. Jason presented the notice of substantial completion to the Airport Authority for approval and to accept.

A motion was made by M. Foster to approve and accept, Notice of Substantial Completion for Snow Removal Equipment- AIP 40 2nd by N. Powell.

Roll Call Vote 3 ayes

Jason Clearwaters present Pay Request #2 For AIP #40, Snow Removal Equipment to be submitted to the FAA and Indot for Reimbursement. Total for the Pay Request is \$333,945.74 Federal Share- \$300,551.00 State- \$16,697.29 Local Share-\$16,697.45.

A motion was made by M. Foster to approve AIP #40, Pay Request #2 in the Amount of \$333,945.74 to the FAA and Indot for Reimbursement for Snow Removal Equipment purchase, 2nd by N. Powell.

Roll Call Vote 3 ayes

Jason Clearwaters briefed the authority on Project Updates and discussed the projects in work. The fencing crew has been working and have completed a good portion of the work and are scheduled to be done early December. Jason present Pay Application #1 for Burcur Construction for work completed in the Month of October for a total of \$743,196.61. We will hold back retainage of 37,159.83 for a total payment of \$706,036.78 Federal Amount.

A motion was made by M. Foster to approve , Pay Application #1 to Burcur Construction for AIP #41 Wildlife Fence Construction Phase 1, 2nd by N. Powell.

Roll Call Vote 3 ayes

Jason Clearwaters presented Pay Requeste #1 for AIP 41 to the FAA and INDOT for Reimbursement for the Wildlife and Security Fence Install Phase 1 in the amount of \$725,557.00 which includes invoices from BFS Federal Share \$655,001.00 State Share-\$36,277.85 Local Share- \$36,278.23.

A motion was made by M. Foster to approve AIP #41, FAA and INDOT Pay Request #1 in the Amount of \$725,557.00 for reimbursement, 2nd by N. Powell.

Roll Call Vote 3 ayes

Jason Clearwaters discussed with the Authority the current fence project and the possibility that we can ask for more money from this grant to complete a little more fencing since the bids came in so low for this phase, Tim and Jason were in INDY earlier in the month for the Annual CIP meeting with FAA and INDOT and they felt that we could potentially request up to an additional 15% on this project. Jason discussed with the Authority that if we did decide to go after the additional funds, it would be a out of pocket expense for the airport for about 6 months before we could expect to receive any Federal Reimbursement. The projected cost for the additional work would be 200,000.00 with a 90% Fed Match and 10% local. The State would not match this additional request. Jason asked for a Authority motion and approval for them to pursue this extra funding. The goal is to get an answer prior to the contractor demobilizing from this project and having to come back.

A motion was made by M. Foster to approve BF&S and Jason Clearwaters to Pursue additional funding from the FAA to complete more work on Fence install phase 1, 2nd by N. Powell.

Roll Call Vote 3 ayes

Jason Clearwaters presented FAA Pre Grant Application for AIP#42, Wildlife Security Fence Phase 2 install, to submit to the FAA. Jason also advised that grants awarded in 2025/2026 would be re-imbursed at a 95/2.5/2.5 rate for the upcoming two years. The estimated budget for phase 2 fence install is \$1,880,387.00 State portion -\$49,484.00 Local \$49,484.00

A motion was made by N. Powell, to approve submission of FAA Pre Grant Application for AIP #42 Wildlife/ Security Fence Install Phase 2, 2nd by M. Foster.

Roll Call Vote 3 ayes

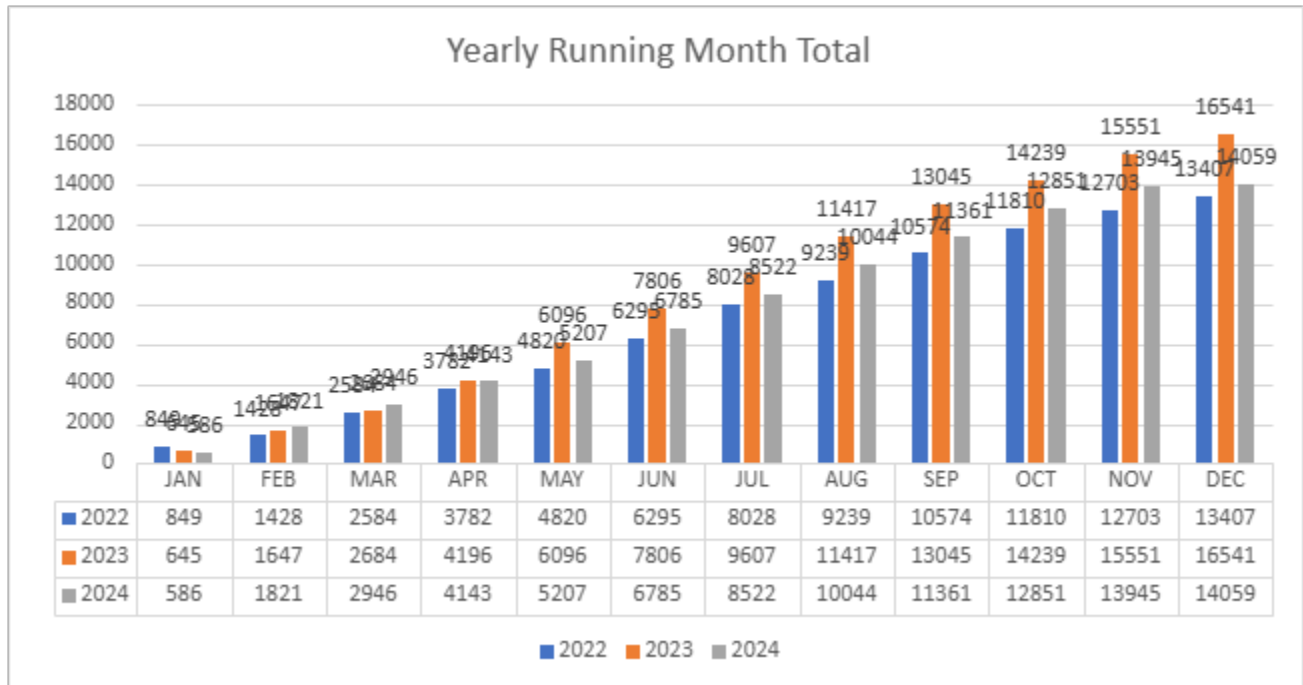
Jason Clearwaters presented to the Authority the Delaware County Regional Airport Capital Improvement plan for the years 2025-2030 for submittal to the FAA and INDOT Due date is December 1, 2024.

A motion was made by N. Powell, to approve the submittal of the Delaware County Regional Airport 2025-2030 Capital Improvement Plan to the FAA and INDOT 2nd by M. Foster.

Roll Call Vote 3 ayes

Tower Report

<u>Category</u>	<u>November 2024</u>	<u>November 2023</u>	<u>2024 Difference</u>
<i>IFR Itinerant</i>	<i>341</i>	<i>280</i>	<i>+61</i>
<i>VFR Itinerant</i>	<i>758</i>	<i>1117</i>	<i>-359</i>
<i>Local Operations</i>	<i>548</i>	<i>888</i>	<i>-340</i>
TOTAL ARPT OPS	1647	2285	-638
<i>Over-Flights</i>	<i>436</i>	<i>510</i>	<i>-74</i>
GRAND TOTAL	2083	2795	-712
Virtower	1094	1312	-218



Attorney Report

Nothing to report from lawyer

Public comments

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

Roll Call Vote 3 ayes

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

Russel Jones, Chairman

Witness