



27 June 2023 LCCAA BOARD Meeting

Attendance: Chad Weisend, Stephen Plank, Mark Hildebrandt, John Wicker, Mark Lowry, Attorney & Engineering, Desiree Lauidsen

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

Motion to Approve Agenda & Minutes by – Mark Lowry, 2nd Mark Hildebrandt, Roll Call - Unanimous Vote

PUBLIC COMMENTS: None

Attorney: Discussed Bad Debt Policy and Capital Asset Policy, Policy was approved back in 1019 by the board. But the Airport Manager could not find any signed copies of the policies. You can ratify the current policies or if you have changes you can amend the policies. Ratifications is only purpose is to get signatures on the current policies.

OLD BUSINESS

1. **Committee Reports**
2. **Finance** – None
3. **Facility** – Manager Report
4. **Personnel** – None

NEW BUSINESS

1. **Financial Reports** – Motion to approve Financial Reports by Mark Hildebrandt, John Wicker 2nd the motion, Roll Call – Unanimous Vote.
2. **Payables for Approval** – **\$18,404.76** – Motion to approve Accounts Payables in the amount of \$18,404.76 by Mark Lowry, Mark Hildebrandt 2nd, Roll Call – Unanimous Vote.
3. **Authorization to Pay** - **\$70,194.00** – Motion to approve Authorization to Pay in the amount of \$70,194.00 by Mark Hildebrandt, Mark Lowry 2nd, Roll Call – Unanimous Vote.

ENGINEERS REPORT

**BF&S Agenda Items
6/27/2023
Board Meeting
Logansport Cass County Airport Authority**

Engineering related action items to be included on the agenda:

1. Consideration of the "Draft" professional services agreement for the corporate hangar development agreement.

Information on items not requiring Board action:

Open Grants:

Grant	Description	Anticipated Close Out	Total Grant All Shares	Financially Complete	Balance
Pending	Parallel Taxiway Re-alignment, Environmental - (20%) Design - Part A	10/10/2026	\$185,600.00	0%	\$185,600.00

1.0 Bipartisan Infrastructure Law (BIL)

- The Fence is ready to out for bids when we get an indication from FAA the FY 23 funds will be available.
- The FAA has confirmed the project's eligibility and agreed to proceed with utilizing FY 22 & 23 Bill funds with a total of \$244,444 (Fed \$220,000, State \$12,222, Local \$12,222).

3.0 Parking Lot Project

- Coomler has been called regarding the warrantee claim on asphalt patch.

4.0 Parallel Taxiway Re-Alignment Project

- The FY 2023 NPE Grant application was submitted to the FAA.
- We have received the Part 163 determination from the FAA which is the first step in issuing a grant.

5.0 Taxiway and Crack Repair and Painting Quotes

- Metro Construction notified us they have a window the second week in July to do the crack sealing. The hottest month of the year is not ideal so we could ask them to push it until fall if the airport wanted. Based on contractor availability most airports are allowing the sealing to proceed. The materials can be installed in warm temperatures, the negative is the cracks are at their narrowest point due to expansion. We need to make sure we allow time for painting to happen after them before cold temperatures in the fall. They are to coordinate the work with Chad.
- AAA Striping was notified that they were the successful low bidder on the taxiway painting. They were instructed to not schedule the work until we notified them the crack sealing is complete.

6.0 Hangar Project

- Consideration of the "Draft" professional services agreement for the corporate hangar development agreement.

- If Bill Nelson has not had adequate time to review we can wait until July to execute and still hit bids for a spring construction start.

7.0 Stormwater

- The No Exposure Exclusion Industrial Permit Renewal to satisfy the facility's requirement of its Industrial Stormwater Permit (327 IAC 15-6) was submitted to IDEM on 6/14/23.
- Once accepted by IDEM, IDEM will issue the facility a yearly \$100 fee.

AIRPORT MANAGER'S REPORT

1. Tim Dalton Debt –
2. Airport Security – Completed and up and running
3. Corporate Hangar – Baker&Tilly are wanting to know if we are planning on getting a new bond for 2024?
4. Equipment and Facility Issues:
 - QT-POD for Jet Fuel – The credit card machine was declining all transactions. Ran a speed test on the internet connection and it failed. Cat 6 Cable from Jet QT pod to upstairs in the mech room in the terminal building had to be replaced. The original cable was an indoor cable. Electricians installed a new Cat 6 underground cable. After removing the Jet cable and seeing how bad it was. I went ahead and had the electrician pull a new underground Cat 6 cable for the 100 LL tank. After installing new cable the Jet pump, still would not work. The computer in the QT Pod was bad, so I replaced the computer with new updated one. Everything is working great now. Three days after replacing the 100LL cable the computer in it went bad, so I had to replace that computer.
 - Cement Pad next to equipment building: The board approved funds to install a cement pad not to exceed \$6,032.00 but I need to get three quotes. Finally got all three quotes in and the lowest bid was \$5,350.00.. Contractor should have it completed by the June board meeting.
 - Main Hangar Lock cable snapped, the whole cable had to be replaced.
 - Been spraying weed killer around the perimeter fence and property.
 - INDOT notified me that they will be out to inspect the airport sometime in July.
5. **July Board meeting is scheduled for 18 July due to Oshkosh Airshow.**

BOARD MEMBER COMMENTS – None

AIRPORT STAFF COMMENTS – None

ADJOURNMENT – Motion to Adjourn – Mark Lowry, John Wicker 2nd the motion, Roll Call Unanimous Vote.

NEXT MEETING – Tuesday, 18 July 2023 at 11:30 a.m. at the LCCAA Terminal Operation Center.

This meeting is a meeting of the LCCAA BOARD in public for the purpose of conducting Logansport/ Cass County Airport Authority business and is not considered a public community meeting. There will be time allotted for public comments by invitation as indicated on the agenda.

Stephen Plank
President



Attest


