



25 October 2022 LCCAA BOARD Meeting

Attendance: Mark Hildebrandt, Chad Weisend, Mark Lowry, Stephen Plank, Molly Long, Mark Hammons, John Wicker, Bill Nelson (Attorney) & Paul Shaffer

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

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

PUBLIC COMMENTS:

Attorney: None

OLD BUSINESS

1. Committee Reports

- a. Finance – County Council approved 2nd reading of the budget.
- b. Facility – Under Manager’s Report
- c. Personnel – Hired a couple part time employees.

NEW BUSINESS

1. Financial Reports –

2. Payables for Approval – \$101,319.49

Mark Hildebrandt made a motion to approve Payables, Mark Hammons 2nd the motion, Roll call vote, unanimous vote.

3. Authorization to Pay - \$7,652.54

Mark Hammons made a motion to approve Authorization to Pay, Mark Hildebrandt 2nd the motion, Roll call vote, unanimous vote.

ENGINEERS REPORT

BF&S Agenda Items
10/25/2022
Board Meeting
Logansport Cass County Airport Authority

Engineering related action items to be included on the agenda:

1. Motion to approve 2023-2028 Capital Improvement Plan.
John Wicker made a motion to approve Capital Improvement Plan, Mark Hildebrandt 2nd the motion, Roll call vote, unanimous vote.

Information on items not requiring Board action:

Open Grants:

Grant	Description	Anticipated Close Out	Total Grant All Shares	Financially Complete	Balance
3-18-0051-023	Runway 9-27 LED Lighting - Design		\$166,666.66	92.59%	\$11,741.99
3-18-0051-024	Runway 9-27 LED Lighting - Construction		\$615,602.63	92.87%	\$43,881.28
3-18-0051-028	Master Plan Phase 2		\$166,666.00	100%	0%

1.0 Bipartisan Infrastructure Law (BIL)

- The FAA is being to release these funds at select airports.
- We did receive a few more questions on the fence relocation.

2.0 AIP 24 – Runway 9-27 LED Lighting - Construction

- Michiana has plans to start to vault on 9/26.
- Utility locates have been called in.
- Once this work is complete, we will close the grant.

3.0 Parking Lot Project

- All punch list items were complete, so the retainage was released.
- We have a warrantee claim on a spot where some solvent was spilled on the asphalt mat during paving. They will be patching the spot.

4.0 Capital Improvement Plan

- The CIP is due December 1st this year.
- Motion to approve 2023-2028 Capital Improvement Plan.
- Approval should be no later than the November meeting.

AIRPORT MANAGER'S REPORT

1. Equipment Building – Spray Foam is completed, Electrical is roughed in, waiting on contractor to install the metal. When that is complete the electrician can finish the electrical installation, then the radiant heat can be installed.
2. Vault Building – Michiana sealed up the building, put a perimeter drain around the building, installed heat and air to the building. They poured a new sidewalk and a condenser pad.
3. Farm Lease – Mr. Lyons farm lease will expire on 31 December 2022. Sorry I was unclear on what we wanted to do., i.e. offer him and extension on the current lease or negotiate a new lease with him. [Airport Manager authorized send a letter to Mr. Lyons offering him a one year extension with the same terms.](#)
4. Tim Dalton Debt – Last Payment August 26 for \$350.00
5. Curtsey Car – Waiting on dealership to send me some options, hopefully will have them before the meeting.
6. Electric Gates – Waiting on new equipment to be delivered, then the contractor will get it installed
7. Maintenance Issues – The Riel Lights (Strobes) at the end of Runway 09 are not working. Michiana replaced bad circuit card, strobes are back up and running. Rotating Beacon is still not working Michiana waiting on parts to arrive.
8. Part Time Help – Hired a couple people for Part Time help.
9. 2023 Budget Review – After reviewing the budget, it looks like we will have enough money to finish the equipment building without using any Rainy-day funds.
10. Airport Hours of operation. I would like to reduce the hours of operation Monday – Sunday to 9-5 for winter hours or until we get more help. [Mark Hildebrandt made a motion to adjust the airport operating hours to 9:00 am to 5:00 pm, John Wicker 2nd the motion. Roll Call, Unanimous Vote.](#)

BOARD MEMBER COMMENTS – None

AIRPORT STAFF COMMENTS – None

ADJOURNMENT – Motion to Adjourn – [Mark Hammons, Mark Hildebrandt 2nd, Roll Call Unanimous Vote.](#)

NEXT MEETING – Tuesday, 22 November 2022 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




