

**28 November 2023 LCAA BOARD Meeting**

**Attendance:** Chad Weisend, Stephen Plank, Mark Hammons, Molly Long, Mark Hildenbrandt (Absent), Attorney & Engineering,

**CALL TO ORDER:**

**APPROVAL OF AGENDA AND MINUTES (Regular)**

Motion to Approve the Agenda, Minutes – Molly Long, 2<sup>nd</sup> by Mark Lowry Roll Call - Unanimous Vote

**PUBLIC COMMENTS:** None

**Attorney:** Nothing

**OLD BUSINESS**

1. **Committee Reports:**
2. **Finance** – Audit is completed, the exit briefing was on November 6<sup>th</sup>. Copies of the final report are in your binders under the Tab labeled “Other”. The City council meeting was held @ 1830 on 6 November 2023 to vote on the Airport additional appropriations and bond, both approved. The county council meeting was held @ 0900 on 17 November 2023 to on the Airport Bond Issuance, the ordinance past. Motion to approve BF&S Invoice # 's 102222 & 102228 in the amount of \$51,250.00 by Molly Long, John Wicker 2<sup>nd</sup>, Roll Call – Unanimous Vote.
3. **Facility** – Manager Report
4. **Personnel** – Manager Report

**NEW BUSINESS**

1. **Financial Reports** – Motion to approve Financial Reports by Molly Long, Mark Lowry 2<sup>nd</sup> the motion, Roll Call – Unanimous Vote.
2. **Payables for Approval** – **\$106,813.39** – Motion to approve Accounts Payables in the amount of \$70,707.40 by Molly Long, Mark Lowry 2<sup>nd</sup>, Roll Call – Unanimous Vote.
3. **Authorization to Pay** - **\$69,519.00** – Motion to approve Authorization to Pay in the amount of \$11,324.00 by Molly Long, Mark Hammons 2<sup>nd</sup>, 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 2024-2029 Capital Improvement Plan
2. Motion to submit a FY 2024 pre-application for the Parallel Taxiway Drainage Improvements, Standards Corrections Re-Alignment, and Rehabilitation, Design, Part B per the CIP. [Motion to approve the 2024-2029 Capital Improvement Plan and a Motion to submit a FY 2024 pre-application for the Parallel Taxiway Drainage Improvements, Standards Corrections Re-Alignment, and Rehabilitation, Design, Part B per the CIP by John Wicker, Molly Long 2<sup>nd</sup> the motion, Roll Call, Unanimous Vote.](#)
3. [Motion for Engineering to develop a Zoning Overlay of the Airport Airspace to present to the county council by Steve Plank, Molly Long 2<sup>nd</sup> the motion, Roll Call, Unanimous Vote.](#)

#### Information on items not requiring Board action:

##### Open Grants:

Grant	Description	Anticipated Close Out	Total Grant All Shares	Financially Complete	Balance
3-18-0051-031-2023	Conduct Environmental Assessment for Taxiway A Re-alignment, Airfield Drainage Improvements, and Taxiway A Rehabilitation.	10/10/2026	\$185,600.00	0%	\$185,600.00

#### 1.0 Bipartisan Infrastructure Law (BIL)

- The Fence is ready to go 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).
- A new CATEX has been submitted.
- We will plan to advertise for bids in January.

#### 2.0 Parallel Taxiway Re-Alignment Project

- The environmental document is complete and ready for submission.
- Field survey work is schedule to be completed once the crops are out of the fields.

#### 3.0 Hangar project

- The environmental document is has been submitted.
- Work on the site plan is underway.
- Plan review this meeting.

**4.0 Capital Improvement Plan (CIP)**

- The 2025-2029 CIP is due to INDOT this year by 12/1/23
- The CIP meeting with FAA and INDOT went well. Thanks to Chad and Steve for coming to Indy. A summary of the meeting is attached for your review.
- A draft summary sheet is included with the agenda for your review. We will finalize in the November meeting. It is basically the same as last year.
- In 2026 we show using the remaining portion of your BIL funds for an apron expansion since we are losing some parking positions as part of the taxiway re-alignment projects.

**AIRPORT MANAGER’S REPORT**

1. Tim Dalton Debt – Last check was on 6/01/2023
2. Corporate Hangar – BF&S invoice #102228 in the Amount of \$48,400.00 for the Corporate Development services with Site Design
3. Equipment and Facility Issues:
  - a. PAPPi Lights are out on Runway 27, the error code says it has a problem with elevation. Called Michiana to come and look at it.
  - b. Virtower – Aircraft Tracking System. Last year we had a total of 2535 flights, so far this year we have had 3279 flights. The big improvement was the number of Jets and Turbin aircraft that came in. Below are the stats for 2022 and 2023

2022 Stats							
Single Engine	Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Helicopter	Military	
2258.00	113.00	86.00	6.00	32.00	40.00	0.00	
2023 Stats							
Single Engine	Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Helicopter	Military	
2967.00	125.00	73.00	14.00	66.00	26.00	10.00	

- c. Fuel Pump – A new fuel pump to purchase would cost \$3,720.00 + Shipping. We paid the contractor \$4,338.10 for the one he installed. Cost difference of \$600+
- d. One of the Lobby TV’s is bad will need to purchase a new one, for the size it is, the cost should not be anymore than \$400.00 most likely less.
- e. East Entrance lights are out, they have special incandescent light bulbs. I would like to replace them with an LED fixtures.



- f. Archer Annual inspection is completed, total parts cost was \$1,966.60, this included replacing both mufflers, exhaust gaskets and hardware. The alternator belt required change along with multiple landing gear bushings.
- g. Corporate Jet leasing the main hangar did get sold it will be leaving us by the end of December.

**BOARD MEMBER COMMENTS – None**

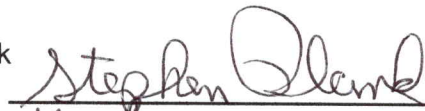
**AIRPORT STAFF COMMENTS – None**

**ADJOURNMENT – Motion to Adjourn – Molly Long, John Wicker 2<sup>nd</sup> the motion, Roll Call Unanimous Vote.**

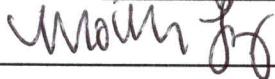
**NEXT MEETING – Tuesday 19 December 2023 at 11:30 a.m. at the LCCAA Terminal Operation Center.**

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

  
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Attest

  
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