



27 December 2022 LCCAA BOARD Meeting

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

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

Motion to Approve Agenda & Minutes- Mark Lowry, Molly Long 2nd, Roll Call - Unanimous Vote

PUBLIC COMMENTS:

Attorney: Board needs to make a motion to ratify a hangar lease between LCCA and J&J Transport to allow the Airport Manager to sign the lease. Mark Hildenbrandt made a motion to ratify the lease with J&J Transport, Molly Long 2nd the motion, Roll Call – Unanimous Vote. Mark Hildenbrandt wants to research if there is any policy on the Airport manager signing leases.

OLD BUSINESS

1. **Committee Reports**
2. **Finance** – Motion to approve Resolution # 2022-03 to transfer funds internally from 101 account to 101 account to zero out the accounts in the amount of \$85,000.00 by Molly Long, Mark Hildenbrandt 2nd the motion, Roll Call – Unanimous Vote.
3. **Facility** – Under Manager Report
4. **Personnel** – Motion to give the Airport manager a onetime monetary performance award of 7% and to increase the Airport manager's 2023 Annual salary 7% by Mark Lowry, Mark Hildenbrandt 2nd the motion, Roll Call – Unanimous Vote.

NEW BUSINESS

1. **Financial Reports** –
2. **Payables for Approval** – **\$52,613.11**- Molly Long made a motion to pay the payables, Mark Hildenbrandt 2nd the motion, Roll Call, Unanimous Vote.
3. **Authorization to Pay** - **\$79,624.00**– Molly Long made a motion to pay the Authorization to pay, Mark Hildenbrandt 2nd the motion, Roll Call, Unanimous Vote.

3. Tim Dalton Debt – Made another payment \$350.00, running totals is listed in the Dashboard.
4. Curtsey Car – On hold until new year
5. Airport Security – There as been a rash of airport thefts around the country this year. They are breaking into hangars and stealing avionics equipment out of airplanes. I would like to look into the cost of updating our Wi-Fi and installing security cameras on the Maintenance Hangars and T-Hangars, so we have coverage of all our buildings.
[Approved to solicit quotes to upgrade security camera's](#)
6. We updated the outside security lights with LED this year I would like to update the T-Hangars inside lights with LED's.
7. Main Hangar Aircraft Lease – Corporate Jett J&J Transport out of Indianapolis.
[Discussed under Attorney section.](#)
8. Logansport Cass County Aviation Board Meeting 2023 Schedule. [Approved](#)
9. Archer Annual Inspection – I am in the middle of completing the annual inspection on the Archer. Ran into a few issues; brakes needed to be replaced, along with the pressure plates that hold the new disc, the calibers needed to be rebuilt they were leaking. Had a couple antenna cables that were corroded, replaced cables and connectors. Spark plugs needed to be replaced along with other parts that get changed every year. The cost on parts so far is \$1830.17, hopefully that will be it for parts.

BOARD MEMBER COMMENTS – None

AIRPORT STAFF COMMENTS – None

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

NEXT MEETING – Tuesday, 24 January 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

Molly Long for Stephen Plank

Attest

Mark Hildebrandt