

**MINUTES OF THE REGULAR MEETING OF THE  
LOGANSPOORT/CASS COUNTY AIRPORT AUTHORITY ("LCCAA")  
BOARD OF DIRECTORS ("Board")**

**HELD Tuesday, September 27, 2016 at the LOGANSPOORT CASS COUNTY AIRPORT ("Airport")**

Attendance:

Board Members:           Mark Hildebrandt  
                                  Tad Wilkinson  
                                  Bob Barr  
                                  Pat McNarny  
                                  Steve Plank  
                                  Dave Brumett

Guests:                    Tim Dalton, Airport Manager  
                                  Don Tribbett, Legal Counsel  
                                  Brian Elsenbroek, Butler, Fairman and Seufert ("BF&S")

**Call to Order**

The meeting was called to order by Mark Hildebrandt, President

**Approval of Agenda**

On a motion duly made by Tad Wilkinson and seconded by Steve Plank, the Board voted unanimously to approve the agenda.

**Approval of Minutes**

On a motion duly made by Tad Wilkinson and seconded by Steve Plank, the Board voted unanimously to approve the minutes as presented.

**Old Business**

Tim Dalton reported that he had met with representatives from three uniform company's, Wildman, Cintas and Aramark to explore employee uniforms. From a cost perspective all three were close in weekly cost. When looking at the terms of an agreement, Aramark wanted a minimum three-year commitment, Wildman a one year and Cintas would not need a specific time commitment since it would be in addition to the services we have from them. Cintas has not provided their agreement prior to the meeting. The Board tabled the discussion until Cintas could provide their agreement to review.

**New Business**

Tim Dalton presented the 2017 Budget to the Board for review and input.

Tim Dalton presented the monthly Financial Reports. On a motion duly made by Steve Plank and seconded by Bob Barr, the Board voted unanimously to approve the reports as presented

Tim Dalton presented the payables for approval. On a motion duly made by Steve Plank and seconded by Bob Barr, the Board voted unanimously to approve the payables as presented.

**Engineers Report**

Brian Elsenbroek requested approval on the following items;

Request approval for signature on Pay Request No. 3 for AIP 20 in the amount of Federal \$15,831, State

\$879.49, Local \$879.31 for a total of \$17,589.80 On a motion duly made by Steve Plank and seconded by Tad Wilkinson, the Board voted unanimously to approve the pay request as presented.

Request approval for signature on Certificate of Substantial Completion, Change Order 2, Construction Final Acceptance and Progress Estimate #3 for AIP 20, in the amount of \$17,589.80. On a motion duly made by Tad Wilkinson and seconded by Bob Barr, the Board voted unanimously to approve the request as presented.

Request approval for signature on BFS Inspection Agreement for AIP 21 in the amount of \$80,000. On a motion duly made by Steve Plank and seconded by Tad Wilkinson, the Board voted unanimously to approve the agreement as presented.

Request approval for signature on Notice of Award for Allied Fence Builders for AIP 21. On a motion duly made by Steve Plank and seconded by Bob Barr, the Board voted unanimously to approve the Notice of Award as presented.

Request approval for signature on Construction Contractor's Agreement for AIP 21. On a motion duly made by Steve Plank and seconded by Bob Barr, the Board voted unanimously to approve the agreement as presented.

Request approval for signature on Pay Request No. 1 for AIP 21 in the amount of Federal \$37,747, Local \$4,195 for a total of \$41,942. On a motion duly made by Bob Barr and seconded by Steve Plank, the Board voted unanimously to approve the request as presented.

### **Airport Managers Report**

Tim Dalton reminded the Board that the Aviation Indiana annual conference is next week in Michigan City. Tad Wilkinson, Bob Barr and Tim Dalton will be attending.

Tim Dalton reported that fuel sales for August were 1,272.08 gallons of 100LL and 3,057.12 gallons of Jet-A and that N43788 flew 7.0 hours in August.

### **Board Member Comments**

There were no comments.

### **Meeting Schedule**

The next regular meeting of the LCCAA is scheduled for Tuesday, October 25, 2016 at 7:00 AM, at the Airport's Terminal Operations Center.

THEREUPON, there being no further business to come before the meeting, on motion duly made by Dave Brumett, seconded by Pat McNarny, and unanimously carried, the meeting thereupon adjourned.

---

Presiding Officer

---

Secretary