

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

HELD Tuesday, June 27, 2017, 7:00 a.m., at the LOGANSPORT/CASS COUNTY AIRPORT ("Airport")

Attendance:

Board Members Present:	Mark Hildebrandt	Pat McNary
	Tad Wilkinson	David Brumett
		Steve Plank
Absent:	Bob Barr	
Guests Present:	Rose Wagoner, Airport Staff	
	Donald J. Tribbett, Legal Counsel	
	Brian Elsenbroek and Toby Steffen	Butler, Fairman & Seufert
	Stacey Donato, Cass County Council	
	Mitchell Kirk, Logansport Pharos Tribune	

Call to Order

The meeting was called to order by Mark Hildebrandt, President.

Approval of Minutes

The Board discussed the minutes as presented for the regular meeting on May 23, 2017. It was noted that the draft minutes incorrectly stated that Mayor Dave Kitchell and Amy Allen were in attendance. It was also noted that the reference under New Business to the "sign at the end of the runway" should be to the "sign on the highway". Tad Wilkinson made a motion to approve the minutes of the May 23, 2017, meeting subject to the corrections as noted. Dave Brumett seconded the motion, and it passed unanimously (5 - 0).

The Board also reviewed minutes of special meetings held on May 15, 2017, June 15, 2017, and June 20, 2017, and an executive session held on May 15, 2017, as prepared by Donald J. Tribbett, the attorney for the Board. Steve Plank mad a motion that those minutes be approved, and Pat McNary seconded the motion. The motion passed unanimously (5 - 0).

Public Comments

There were no public comments.

Old Business

Good Hangar Heater. Discussion held. No action taken.

Automated External Defibrillator ("AED"). Staff reported that Mayor Kitchell may be seeking to purchase AEDs for all local public buildings, and if he does so, there might be a favorable price. No action taken.

New Business

Engineer's Report. Brian Elsenbroek provided the report of BF&S, the Airport's engineers.

AIP 21 Pay Request No. 5. Brian Elsenbroek requested approval for signature on AIP 21 Pay Request No. 5 in the amounts of \$138,980 (federal), \$6,176.87 (state) and \$9,265.05 (local) for a total of \$154,421.92. Pat McNary made a motion to approve signature on AIP 21 Pay Request No.5, and Tad Wilkinson seconded the motion. The motion passed 5 - 0.

AIP 21 Progress Estimate No. 3. Mr. Elsenbroek also requested approve for signature on AIP 21 Progress Estimate No. 3 in the amount of \$105,193.50 to Allied. Tad Wilkinson moved for approval of signature on AIP 21 Progress Estimate No. 3 in the amount of \$105,193.50, and Steve Plank seconded the motion. The motion passed 5 - 0.

FAA Grant Application for AIP 22. Mr. Elsenbroek discussed the FAA grant application process and requested Board approval for AIP 22 for partial reimbursement for Parcel 7A. Dave Brumett moved to approve the FAA grant application for partial reimbursement for Parcel 7A. Pat McNary seconded the motion. The motion passed 5 - 0.

Miscellaneous.

Mr. Elsenbroek reported that the seal coating and painting marking projects have been completed. Board members requested, and Mr. Elsenbroek agreed, that BF&S will provide specifications for tie-downs so Board members can install them during a work session.

Financial Report. Dave Brumett provided a financial report and presented payables for approval. Pat McNarny moved that the payables be approved for payment, and Steve Plank seconded the motion. The motion passed 5 - 0.

Land Acquisitions. Don Tribbett reported that the parcels to be acquired from LeDonne and Lyons are currently being appraised with the LeDonne property being appraised in 3 different tracts until the Board makes a final decision on what is the appropriate tract purchase. No action was taken.

Fuel Report. Staff Member, Rose Wagoner, reported on the current sales price of fuel at surrounding airports. The consensus was to leave fuel price as they are at this time. No action was taken.

Internet Issues. Staff Member, Rose Wagoner, reported that there have been issues with internet service and that the Airport has been advised by its service provider that a surge protector is needed at a cost of \$374.50. Pat McNarny made a motion to approve the purchase of a surge protector at a cost of \$374.50, and Steve Plank seconded the motion. The motion passed 5 - 0.

Insurance. Rose Wagoner reported that the Airport has received notice that its general liability and property insurance is due for renewal at an annual cost of \$6,300.00. Tad Wilkinson moved to approve the insurance renewal, and Steve Plank seconded the motion. The motion passed 5 - 0.

Fuel Tanks. The Board discussed the condition of the fuel tanks and that the time to clean them may be approaching. The members agreed that the Airport should get pricing information for cleaning of the fuel tanks and should endeavor to include the cleaning in the 2018 budget. No formal action was taken.

Traffic Counters. It was reported that traffic counters have been installed by INDOT.

President and Board Member Comments

Recognition of Tad Wilkinson: President Hildebrandt noted that Tad Wilkinson will be leaving the Board, that this is his last meeting, and presented Tad a plaque recognizing his years of service to the Airport. The other Board Members thanked Tad for his service.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Tuesday, July 25, 2017, at 7:00 AM, at the Airport's Terminal Operations Center.

THEREUPON, there being no further business to come before the meeting, the meeting thereupon adjourned at 9:15 a.m.



Presiding Officer