

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

HELD Tuesday, February 27, 2018, 7:00 a.m., at the LOGANSPORT/CASS COUNTY AIRPORT ("AIRPORT")

Attendance:

BOARD Members Present:	Dave Brumett	Mark Hildebrandt	Bob Barr
	Steve Plank	Mark Lowry	Molly Long

Electronic:

Absent:

LCCAA Staff Present: Jill Van Horn, AIRPORT Manager ("AIRPORT Manager")
Rose Wagoner, AIRPORT Staff ("Rose Wagoner")

Guests Present: Donald J. Tribbett, Legal Counsel
Brian Elsenbroek ("Brian Elsenbroek") Butler, Fairman & Seufert
("BF&S"), AIRPORT Engineers
Mitchell Kirk, Pharos Tribune

Call to Order:

The meeting was called to order by Dave Brumett, President.

Approval of Agenda:

On a motion made by Mark Hildebrandt and seconded by Steve Plank, the BOARD voted unanimously to approve the agenda.

Approval of Minutes:

On a motion made by Mark Hildebrandt and seconded by Steve Plank, the BOARD voted unanimously to approve the minutes from the regular BOARD meeting on January 23, 2017. On a motion made by Bob Barr and seconded by Mark Hildebrandt, the BOARD voted unanimously to approve the minutes from the Executive Session on February 2, 2018.

Public Comments:

There were no public comments.

Old Business:

Committee Reports. Steve Plank reported for the Finance Committee. Suzy Bass, HR Unlimited Resources will assist the Airport Manager with the 2017 Annual Financial Report following today's BOARD meeting.

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Bob Barr reported for the Facility Committee. Galbreath Industrial Services has received all the ordered parts and is repairing the snow plow for the New Holland tractor. The designated field for skydiving landing will need to be rolled in the next few weeks; the Facility Committee will search for equipment to rent or a business for hire. The AIRPORT Manager reported for the Facility Committee: all the batteries for the emergency flood lights and exit signs have been replaced. Mark Lowry had nothing to report for the Personnel Committee.

Fuel Farm. Members of the BOARD have announced an interest in a site visit to Frankfort/ Clinton County Airport to view the updated fuel system. Upgraded replacement parts and basic maintenance has been completed on the 100LL fuel system. The District Manager and Sales Representative for Avfuel Corporation, Mike Kormos provided an Avfuel Corporation recommendation for rehabilitation of LCCAA'S Jet-A system to include a partial list of specifications and an estimated cost to repair the current fuel system. In addition, Mike Kormos provided a generic quote for a new aboveground fueling system for comparative purposes. The Facility Committee will meet prior to the March BOARD meeting to review the fuel system project and finalize a recommendation.

Land Acquisition. Legal Counsel, Donald J. Tribbett reported that Parcel 19B, the Lyons property has been closed. He has not yet received the deed or the title insurance policy. The letter from Jeff Stanton regarding Parcel 19A, the Ledonne property stating a willingness to accept \$135,000.00 in addition to a farming lease agreement was reviewed and discussed. On a motion made by Mark Hildebrandt and seconded by Steve Plank, the BOARD voted unanimously to approve the offer of \$135,000.00 to include a farming lease agreement for the 14.79 acres of Parcel 19A.

Air Indiana Skydiving Agreement. Owner and Operator, George Capitanio has reviewed the revised Agreement between the LCCAA and Air Indiana Skydiving and is requesting BOARD approval. On a motion made by Steve Plank and seconded by Bob Barr, the BOARD voted unanimously to approve the revised agreement. George Capitanio will provide an updated insurance policy for Air Indiana Skydiving.

Resolution 2018-01 AIP Runway 9-27 Lighting Fund. The previously adopted Resolution requires signature of the BOARD President and BOARD Secretary.

New Business:

Financial Reports. The LCCAA financial reports will be available after the 2017 Annual Financial Report is closed and published to Gateway today. The Airport Manager will email the financial reports before week's end to the BOARD.

Payables for Approval. On a motion made by Bob Barr and seconded by Steve Plank, the BOARD voted unanimously to approve the Payables, in the amount of \$49,782.85.

Rose Wagoner represented the Logansport Experimental Aircraft Association ("EAA") Chapter 1471 in a request, from the BOARD, for approval for use of the airport for a three-day Ford Tri-Motor Tour event to be held in May 2018. Discussion was held. On a motion made by Mark Hildebrandt and seconded by Bob Barr, the BOARD voted unanimously to approve the use of the airport property for the EAA sponsored event.

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Engineers Report. Brian Elsenbroek provided the report of BF&S. LCCAA has three current open grants, AIP 20, AIP 21 and AIP 22. Seeding of the high traffic areas during the last phase of the fence project will be completed this week by Allied Builders, Inc. All gates are in working order; a software update was completed by Allied Builders, Inc. for basic function. Runway 9-27 Lighting project will be presented, by Brian Elsenbroek, and reviewed by the Facility Committee.

Two action items were provided. On a motion made by Mark Hildebrandt and seconded by Bob Barr, the BOARD voted unanimously to approve the letter of intent to use the 2018 Non-Primary Entitlement Funds for Runway 9-27 Lighting Replacement Design and submit to the Federal Aviation Administration ("FAA"). On a motion made by Mark Hildebrandt and seconded by Molly Long, the BOARD voted unanimously to approve signature on Grant Pre-Application for Runway 9-27 Lighting Replacement Design and submit to the FAA.

BF&S has the capability to assist with design and site construction for a fuel system, should the BOARD approve the decision to purchase a new system. Thereupon, the BOARD entered into a discussion regarding the need to acquire and install a fuel tank for Jet A fuel. Brian Elsenbroek stated that there are very few suppliers of fuel tanks in the country and that the lead time from placement of an order until delivery may be six months or more and that it is important that the order for a new fuel tank be placed as soon as possible. Brian Elsenbroek further estimated that a new Jet- A fuel tank with a 12,000-gallon capacity will likely cost less than \$150,000.00. The BOARD agreed that this is a significant safety issue and declared that an emergency exists to acquire and install a new Jet- A fuel tank as soon as possible. On motion made by Bob Barr and seconded by Steve Plank, the BOARD voted unanimously to appoint the Facilities Committee as the BOARD'S purchasing agent to determine fuel tank specifications and to place an order to purchase a new fuel tank as soon as possible at a cost of \$150,000.00 or less engaging in such competition as is practical under the emergency circumstances which exist.

AIRPORT Manager's Report. The Tyco/ SimplexGrinnell Annual Monitoring Agreement was presented and discussed. On a motion made by Mark Hildebrandt and seconded by Steve Plank, the BOARD voted unanimously to approve the Tyco/ SimplexGrinnell Service Agreement. The Service Agreement with Chambers and Co. for accounting services has been updated for the 2018 year. The Property and Equipment Value's owned by the LCCAA has been updated by the Facility Committee and Airport Manager and has been submitted to Consolidated Union.

100 low lead fuel sales of 163.16 gallons and Jet A sales of 0.00 gallons, for a total of 163.16 gallons sold in the month of January. The Archer rental for October was 8.5 hours. The calendar for Special Events to be held at the LCCAA in 2018 was presented.

Miscellaneous.

BOARD Member Comments. There were no comments.

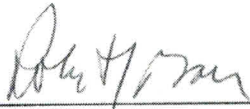
Meeting Schedule. The next regular meeting of the LCCAA is scheduled for Tuesday, March 27, 2018 at 7:00 a.m., at the AIRPORT'S Terminal Operation Center.

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Thereupon, there being no further business to come before the meeting, on a motion duly made and seconded, and unanimously carried, the meeting adjourned.



BOARD President



BOARD Secretary