

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

HELD Tuesday, June 19, 2018, 7:00 a.m., at the LOGANSPORT/CASS COUNTY AIRPORT ("AIRPORT")

Attendance:

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

Electronic:

Absent: Bob Barr, Donald J. Tribbett, Legal Counsel, Brian Elsenbroek ("Brian Elsenbroek") Butler, Fairman & Seufert ("BF&S"), AIRPORT Engineer

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

Guests Present: Stacey Donato, Cass County Council
Mitchell Kirk, Pharos Tribune

Call to Order:

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

Approval of Agenda:

On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 4-0, by a roll call vote to approve the agenda.

Approval of Minutes:

On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 4-0, by a roll call vote to approve the minutes from the Regular BOARD meeting on May 22, 2018.

Public Comments:

There were no public comments.

Old Business:

Committee Reports. Steve Plank, Chair reported for the Finance Committee. The Spring draw has been received and has been recorded in the proper funds.

Boyce/ Keystone has a compatible option with Positive Pay through Salin Bank. On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 4-0, by a roll call vote to approve the one-

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time set-up fee of \$500.00 to Boyce/ Keystone and the annual fee of \$500.00 to Salin Bank for Positive Pay Check Fraud Protection.

Mark Hildebrandt reported for the Facility Committee. Permitting must be completed prior to manufacturing the jet fuel tank. Permitting is part of the site construction proposal presented by American Environmental Aviation. On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 4-0, by a roll call vote to approve the American Environmental Aviation submittal for site construction at the cost of \$72,975.00. On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 4-0, by a roll call vote to approve Michiana Contracting's submittal for electrical on the jet fuel tank system, in the amount of \$17,575.00.

On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 4-0, by a roll call vote to approve the QT Pod credit card terminal replacement for the Avgas system and the Jet-A system, at a cost of \$21,590.00. A trade-in credit of \$1,000.00 per unit will be awarded prior to September 1, 2018. The Subscription Service Agreement will activate upon installation. The LCCAA has been awarded an extension until the first quarter of 2020 to complete the trade-in of the M3000 unit on the Avgas system.

Dave Brumett arrived and resumed the duty of the presiding officer. The following motions will include his vote.

The Rotary Club of Logansport has presented the LCCAA with the opportunity of placement of the "Welcome to Logansport" monument on AIRPORT property along Highway 29, to include the AIRPORT logo as part of the signage. The Facility Committee recommends the LCCAA approve the placement and the AIRPORT logo on the monument. On a motion made by Mark Lowry and seconded by Molly Long, the BOARD voted 5-0, by a roll call vote to approve the Rotary Club project monument.

Mark Lowry reported for the Personnel Committee. In the month of July, the AIRPORT Manager review will be scheduled and completed prior to the July BOARD meeting.

New Business:

Financial Reports. The balanced bank reconciliation and Fund Report for May 2018 were provided by the AIRPORT Manager.

Payables for Approval. On a motion made by Mark Hildebrandt and seconded by Mark Lowry, the BOARD voted 5-0, by a roll call vote to approve the Payables, in the amount of \$59,062.25.

Golden Eagle located at the apron. The LCCAA will incur the expense of additional tie down locations in order to move the Golden Eagle for safety purposes. New tires will need to be purchased for the aircraft.

Engineer's Report. Brian Elsenbroek was not in attendance.

AIRPORT Manager's Report. 100 low lead fuel sales of 796.49 gallons and Jet A sales of 1258 gallons, for a total of 2,054.49 gallons sold in the month of May. The Archer rental for May was 5.3 hours. An increase in the purchase price of Jet-A fuel and 100 low lead fuels has required the LCCAA to raise fuel

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prices. Jet-A fuel price will increase to \$3.55 from \$3.30 per gallon and 100 low lead will increase to \$4.28 from \$4.05 per gallon. These prices will remain competitive with the surrounding airports. AP Engineering and Consulting, Inc. completed the demolition and closure of the jet fuel system on June 16, 2018. Twenty-five feet of under-ground fuel piping was removed at the former jet fuel cabinet location. The remaining under-ground fuel piping was cleaned, filled with grout, and capped. All related parts at the fuel farm have been removed. An additional fee of \$1,356.00 will be paid to AP Engineering and Consulting, Inc. to cover the expense of an additional day after unforeseen electrical termination to the work site was completed.

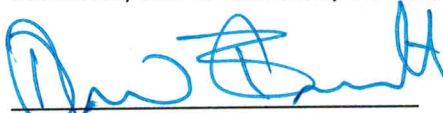
Miscellaneous.

BOARD Member Comments. Steve Plank commented that the jet fuel system is moving along and the work is being properly performed by all involved.


Mark Hildebrandt is glad to see the old jet fuel system has been removed and is excited that the new jet fuel system project is moving forward.

Meeting Schedule. The next regular meeting of the LCCAA is scheduled for Tuesday, July 24, 2018 at 7:00 a.m., at the AIRPORT'S Terminal Operation Center.

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