

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

HELD Tuesday, September 25, 2018, 7:00 a.m., at the LOGANSPORT/CASS COUNTY AIRPORT
("AIRPORT")

Attendance:

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

Electronic:

Absent: Steve Plank

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"), Butler, Fairman & Seufert ("BF&S")
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 Bob Barr and seconded by Mark Hildebrandt, the BOARD voted 5-0, by a roll call vote to approve the agenda.

Approval of Minutes:

On a motion made by Molly Long and seconded by Bob Barr, the BOARD voted 5-0, by a roll call vote to approve the minutes from the Regular BOARD meeting on August 28, 2018.

Public Comments:

There were no public comments.

Old Business:

Committee Reports. A Finance Committee meeting is scheduled for October 3, 2018 at 7:00 am. The 2019 Second Budget reading is scheduled for October 19, 2018. The State Board of Accounts has contracted Katz, Sapper & Miller, who will perform an audit on October 23-24, 2018.

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Bob Barr reported for the Facility Committee. The AIRPORT Manager provided an update on the leased 1996 Ford jet fuel truck. Three mechanics have been on site to perform elimination tests in an effort to diagnose the engine issue. The AIRPORT Manager continues to keep in contact with Avfuel until the problem is resolved. Dave Brumett will get a local mechanic contact name to the AIRPORT Manager.

The AIRPORT Manger reported the former LFS Hangar door had two belts replaced over the past weekend. Coffing's Ro-Way Door Sales & Service will replace the four wire cables before the end of September.

Bob Barr reported that the Request for Quotes for the replacement of the pickup truck has been mailed. The New Holland has had some repairs to the battery and is working better. The Utility Service Vehicle has been purchased from Maximum Power Sports: 2018 Polaris Ranger Crew 570. The weed sprayer will be purchased before next Spring. The front desk computer specification list has been finalized for purchase out of 2018 Capital Projects. The AIRPORT Manager will get two quotes from The Gallery and Lucas to accompany the quote for lobby furniture from the Gray Mill.

On a motion made by Mark Hildebrandt and seconded by Molly Long, the BOARD voted 5-0, by a roll call vote to accept all the committee reports as given.

New Business:

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

Payables for Approval. On a motion made by Bob Barr and seconded by Mark Lowry, the BOARD voted 5-0, by a roll call vote to approve the Payables, in the amount of \$95,066.24.

Engineer's Report. Brian Elsenbroek, BF&S provided the Engineer's Report. There are no action items. The Runway 9-27 LED Lighting project design should be 60% complete by the October BOARD meeting. The Airport Layout Plan meeting was a success and got the project in motion. A Form 7460 will be submitted for permanent structure once the jet fuel tank system and flag pole have been installed. The annual AI conference is October 9-11, 2018.

AIRPORT Manager's Report. 100 low lead fuel sales of 816.4 gallons and Jet A sales of 816 gallons, for a total of 1,632.4 gallons sold in the month of August. Fuel was purchased in August: 2,783 gallons of Jet A and 3,967 gallons of 100 low lead. The Archer rental for August was 8.6 hours. Fuel prices did not change and remain competitive with the surrounding airports.

The AIRPORT Open House Fly-In is Saturday, September 29, 2018. There are plans for a larger static display of general aviation aircraft this year. The River radio station has donated some airtime and has provided an inclusive professional advertising spot for the Open House.

The Bat-Con event held at the AIRPORT September 22-23, 2018 was a great success. Mark Racop, owner of Fiberglass Freaks had an excess of 500 people in attendance over the two days. He was pleased with the AIRPORT facility and staff. He looks forward to renting the space in the future. During this event, the grass and paved parking lot held an estimated 140 cars simultaneously.

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Miscellaneous.

BOARD Member Comments. Bob Barr commented that the EAA Chapter continues to work with AIRPORT staff on the placement of the flag pole.

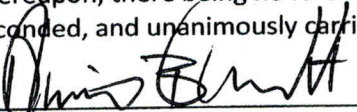
Mark Hildebrandt thanked AIRPORT staff for their efforts in a successful Bat-Con event with the local business owner.

Dave Brumett recommended Coffing's perform a maintenance check on all hangar doors while they are here to complete the repair on the former LFS hangar door.

AIRPORT Staff Member Comments. No comments.

Meeting Schedule. The next regular meeting of the LCCAA is scheduled for Tuesday, October 23, 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