

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

The Finance Committee recommends a second user be added to the Positive Pay online authorization program. On a motion made by Steve and seconded by Mark Hildebrandt, the BOARD voted 5-0 to approve Molly Long as an additional authorization to the Positive Pay online program.

Katz, Sapper & Miller, CPA firm who performed the 2016-2017 audit of the LCCAA, reported two findings: the lack of an approved Bad Debt Policy and the lack of an approved Capital Asset Policy. The AIRPORT Manager acknowledged these findings and has reported that the policies will be drafted and approved in 2019.

Bob Barr reported for the Facility Committee. The Facility Committee recommends the BOARD approve the Iron Cloud Security Agreement, as presented for IT support and service. On a motion made by Steve Plank and seconded by Bob Barr, the BOARD voted 5-0 to approve the Iron Cloud Security Agreement.

The Personnel Committee had nothing to report.

New Business:

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

Payables for Approval. On a motion made by Bob Barr and seconded by Mark Hildebrandt, the BOARD voted 5-0 to approve the Payables, in the amount of \$100,980.60.

100 Low Lead Fuel Tank Quotes. The AIRPORT Manager reported Request for Quotes for the 100 Low Lead fuel tank were mailed in the United States Postal Service on January 4, 2019, followed by an email correspondence Request for Quotes to American Environmental Aviation, Fuel Tech, Inc., and U-Fuel. The AIRPORT Manager emailed a reminder of the deadline, provided in the Request for Quotes Instructions, on January 21, 2019. On a motion made by Mark Hildebrandt and seconded by Bob Barr, the BOARD voted 5-0 to approve the American Environmental Aviation quote, provided January 16, 2019, in the amount of \$148,020.00, for an 8,000-gallon UL 2085 100 Low Lead fuel tank and requested the AIRPORT Manager place a purchase order.

Airport Layout Plan (ALP). Paul Shaffer, BF&S will report the updated ALP after the adjournment is the Regular BOARD meeting.

Engineer's Report. Paul Shaffer, BF&S provided the Engineer's Report with Brian Elsenbroek on electronic attendance. 90% design plans were presented on the open AIP 23, Runway 9-27 LED Lighting Replacement project. The BOARD requested that BF&S present a recommendation for taxi reflectors.

Paul reported that Corey Harper is no longer employed with BF&S and stated that he will be finalizing the ALP in preparation of the May 2019 submission to the Federal Aviation Administration.

AIRPORT Manager's Report. 100 low lead fuel sales of 307.49 gallons and Jet A sales of 439.9 gallons, for a total of 747.39 gallons sold in the month of December. The cost of fuel is \$1.00 below the national average.

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The Aviation Indiana Legislative Luncheon will be held in downtown Indianapolis on February 6, 2019 from 9:30 am- 3:30 pm.

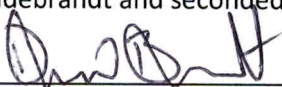
Miscellaneous.

BOARD Member Comments. No comments.

AIRPORT Staff Member Comments. No comments.

Meeting Schedule. The next regular meeting of the LCCAA is scheduled for Tuesday, February 26, 2019 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 made by Mark Hildebrandt and seconded by Molly Long, the BOARD voted 5-0 to adjourn the Regular Meeting.



BOARD President



BOARD Secretary