

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

HELD Tuesday, October 22, 2019 at 7:00 a.m., at the LOGANSPORT/CASS COUNTY AIRPORT ("AIRPORT")

Attendance:

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

Electronic:

Absent:

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

Professional Services: Donald J. Tribbett, LCCAA Legal Counsel
Brian Elsenbroek, Butler, Fairman & Seufert ("BF&S")
Katie England, Butler, Fairman & Seufert ("BF&S")

Guests Present:

Call to Order:

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

Approval of Agenda:

On a motion made by Steve Plank and seconded by Molly Long, the BOARD voted 5-0 to approve the agenda.

Approval of Minutes:

On a motion made by Bob Barr and seconded by Molly Long, the BOARD voted 5-0 to approve the minutes from the Regular BOARD Meeting on September 24, 2019.

Public Comments:

There were no public comments.

Old Business:

Mark Hildebrandt arrived. The following motions will include his vote.

Fall Work Day/ Snow Season Prep. November 12, 2019 at 5:00 pm was scheduled to clean out the C1 hangar and complete any snow equipment set-up for the upcoming snow season.

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Cyber Fraud. Donald Tribbett reported an update from Chase Bank Subpoena Department. An account signatory name was released and additional identification information will be sent to Tribbett Law Office.

Donald Tribbett will coordinate with an insurance policy specialist to review the LCCAA Auto Owner's policy.

Committee Reports. The Finance Committee reported the 2020 budget was approved by the Cass County Council.

Bob Barr reported for the Facility Committee. The New Holland tractor is at New Holland for repairs.

King Oil set a LP tank at the C1 hangar. Krysevig Electric tested the two heaters in the C1 hangar and the heat system is working properly.

The Personnel Committee had nothing to report.

On a motion made by Steve Plank and seconded by Mark Lowry, the BOARD voted 6-0 to approve the committee reports, as presented.

New Business:

Financial Reports. The balanced bank reconciliation and Fund Report for September 2019 were provided by the AIRPORT Manager. On a motion made by Bob Barr and seconded by Steve Plank, the BOARD voted 6-0 to approve the Financial Reports.

Payables for Approval. On a motion made by Bob Barr and seconded by Steve Plank, the BOARD voted 6-0 to approve the Payables, in the amount of \$277,718.40.

Resolution 2019-04. On a motion made by Mark Hildebrandt and seconded by Mark Lowry, the BOARD voted 6-0 to adopt Resolution 2019-04 Resolution to Establish a AIP 24/ Runway 9-27 Lighting Construction Fund for tracking project expenses and reimbursements made by the Indiana Department of Transportation and the Federal Aviation Administration.

Engineer's Report. Brian Elsenbroek presented for BF&S. LCCAA has two open grants: AIP 23- LED lighting design and AIP 24- LED lighting construction. The start date for construction has been shifted to Spring 2020 due to the lead time of materials.

The maintenance hangar project was distributed for re-bid on October 11, 2019. A pre-bid meeting is scheduled for November 5, 2019 and bid opening is scheduled for November 14, 2019.

AIRPORT Manager's Report. Daily fuel testing continues on the 100 low lead fuel farm system. With less than 500 gallons remaining in the original fuel tank, the new 100 low lead fuel system is expected to be open in one week.

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100 low lead fuel sales of 907.09 gallons and Jet A sales of 2175.2 gallons, for a total of 3082.29 gallons sold in the month of September. The Archer rental hours were 8.1 for the month of September.

DJ Anderson, Iron Cloud Technologies, the AIRPORT'S IT consultant was involved in a fatal automobile wreck last weekend with his wife. The AIRPORT Manager will send a sympathy card once arrangements have been made. Scott Brunton has confirmed that business will continue for Iron Cloud Technologies, at this time.

Miscellaneous.

BOARD Member Comments. Mark Lowry requested the AIRPORT Manager review the fueling policy with AIRPORT staff.

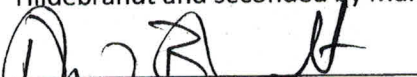
Dave Brumett requested an update on farming AIRPORT property within the security fence.

AIRPORT Staff Member Comments. No comments.

Professional Services Comments. No comments.

Meeting Schedule. The next regular meeting of the LCCAA is scheduled for Tuesday, November 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 Mark Lowry, the BOARD voted 6-0 to adjourn the Regular Meeting.


BOARD President

BOARD Secretary