

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

HELD Tuesday, May 21, 2019 at 7:00 a.m., at the LOGANSPOURT/CASS COUNTY AIRPORT ("AIRPORT")

Attendance:

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

Electronic:

Absent: Steve Plank

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

Rose Wagoner, AIRPORT Staff ("Rose Wagoner")

Professional Services: Donald J. Tribbett, LCCAA Legal Counsel

Paul Shaffer, 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 Mark Hildebrandt and seconded by Molly Long, the BOARD voted 5-0 to approve the agenda.

Approval of Minutes:

On a motion made by Mark Hildebrandt and seconded by Molly Long, the BOARD voted 5-0 to approve the minutes from a Special Meeting on March 18, 2019, a Special Meeting on April 16, 2019 and the Regular BOARD Meeting on April 23, 2019.

Public Comments:

There were no public comments.

Old Business:

Hangar Demolition. Four quotes previously reviewed by the Facility Committee were presented. The Facility Committee recommends Deichman Excavating, Co., Inc. be awarded the contract for demolition and removal of the three west side hangars, at the cost of \$21,900.00. The lowest bid was not selected based on the confirmation that the Respondent is under investigation with the City of Logansport for similar work and the Respondent was unable to complete the demolition within the desired timeline. On a motion made by Bob Barr and seconded by Mark Lowry, the BOARD voted 5-0 to accept the quote, in

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the amount of \$21,900.00, for demolition and removal of the three west hangars made by Deichman Excavating, Co., Inc.

Security Camera System. The AIRPORT Manager requested approval for an additional four cameras and installation, at the cost of \$1,084.69 to accompany the previously approved security camera system with R-Tech Solutions during the April BOARD Meeting. On a motion made by Molly Long and seconded by Mark Lowry, the BOARD voted 5-0 to approve the additional expense of \$1,084.69 for four additional cameras and installation.

Committee Reports. The AIRPORT Manager reported for the Finance Committee in the absence of Chair, Steve Plank. The formal conversion from Salin Bank to Horizon Bank has been completed. All relative AIRPORT systems have been updated with the bank conversion. The Financial Packet for April 2019 will include a partial monthly statement from Salin Bank and a partial monthly statement from Horizon Bank.

Bob Barr reported for the Facility Committee. The dandelions have been sprayed and the mowing season is well under way.

Wilkinson Heating and Cooling has replaced the outside heating/ cooling unit and completed additional nitrogen testing on the inside unit. All testing passed and no additional expenses will be necessary.

The AIRPORT Manager presented the quotes for a sidewalk from the east apron to the C1 (Former LFS) hangar. A modified quote has been requested and not yet received from the current low respondent, Shepler Construction. On a motion made by Mark Hildebrandt and seconded by Mark Lowry, the BOARD voted 5-0 to authorize the AIRPORT Manager approve the lowest quote, not to exceed \$6,000.00 for installation of the east sidewalk and steps from the apron to the C1 hangar.

The second- floor tile in the Operation Terminal has been repaired. Within a matter of days, the grout had broken and will require replacement. The Gray Mill has provided a quote for replacement of all second- floor tile with new ceramic tile and a second quote for carpet tile replacement. The Facility Committee will review the need and submitted quotes.

The Personnel Committee had nothing to report.

On a motion made by Bob Barr and seconded by Molly Long, the BOARD voted 5-0 to approve all committee reports as presented.

New Business:

Financial Reports. The balanced bank reconciliation and Fund Report for April 2019 were provided by the AIRPORT Manager. On a motion made by Mark Hildebrandt and seconded by Molly Long, the BOARD voted 5-0 to approve the Financial Reports.

Payables for Approval. On a motion made by Molly Long and seconded by Bob Barr, the BOARD voted 5-0 to approve the Payables, in the amount of \$28,142.41.

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LCCA Pavement Crack Seal Program. The previously adopted program is on a three-year rotation. "Group 1- Ramp" was to be completed in 2018. Due to weather restrictions, professional maintenance was not completed. Minor maintenance and repair was completed by AIRPORT Staff in 2018. The "Group 1-Ramp" shall be completed in 2019 (off-year rotation) in accordance with FAA Advisory Circular C150/5370-10A. The adopted designated schedule shall resume in 2020. BF&S shall provide a specification list and exhibit for the "Group 1-Ramp" area to be included to solicit quotes. The quotes will be reviewed by the Facility Committee and a recommendation brought before the BOARD.

Engineer's Report. Paul Shaffer, BF&S provided the Engineer's Report. Advertisement for bid on the Runway 9-27 LED Lighting project is May 21, 2019 and May 28, 2019. The pre-bid meeting will be held at the AIRPORT on June 4, 2019. Bids will be opened during a Public Meeting on June 18, 2019. BF&S will analyze the bids and provide a recommendation during the regular scheduled BOARD meeting on June 25, 2019. Paul reported that lighting projects are favorable projects for fall and winter and the potential to have the 9-27 Runway LED Lighting project completed in 2019 will be dependent on equipment lead time after presentation of Notice to Proceed.

AIRPORT Manager's Report. 100 low lead fuel sales of 264.62 gallons and Jet A sales of 1190 gallons, for a total of 1454.62 gallons sold in the month of April. The Archer rental hours were 4.5 for the month of April.

The AIRPORT Manager presented a letter from Harold Price. BOARD President read the letter aloud.

"Due to the requests from my students and other considerations, I have decided to delay my retirement and the ceasing of operations of HEP Aviation indefinitely. -Harold E Price"
Harold Price will continue to perform flight instruction at the AIRPORT in N119AT.

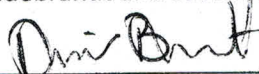
Miscellaneous.

BOARD Member Comments. Dave Brumett would like to see budgeted marketing funds used to promote flight instruction in the AIRPORT'S Piper Archer, N43788.

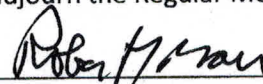
AIRPORT Staff Member Comments. No comments.

Meeting Schedule. The next regular meeting of the LCCAA is scheduled for Tuesday, June 25, 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 5-0 to adjourn the Regular Meeting.



BOARD President



BOARD Secretary