



26 July 2022 LCCAA BOARD Meeting

Attendance: Mark Hildebrandt, Chad Weisend, John Wicker, Mark Lowry (Zoom), Stephen Plank, Molly Long, Mark Hammons & William Nelson, Paul Shaffer

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

Motion to Approve Agenda & Minutes- Molly Long, Mark Hammons 2nd, Roll Call - Unanimous Vote

PUBLIC COMMENTS:

Attorney: Followed up with the Indiana Attorney General Office on Tim Dalton debt, to see if there was anything else that could be done. AG stated they have already investigated it and Tim Dalton does not have any assets that they can go after to collect the debt.

Minimum Standards – Paul reviewed and Attorney reviewed the minimum standards, said they are good minimum standards to be adopted.

OLD BUSINESS

1. Committee Reports
 - a. Finance –
 - b. Facility –
 - c. Personnel –

NEW BUSINESS

1. **Financial Reports –** Motion to Approve Financial Report by Molly Long, Mark Hammons 2nd, Roll Call – Unanimous Vote.
2. **Payables for Approval – \$252,218.99 –** Motion to Approve Payables by Molly Long, Mark Hammons 2nd the motion, Roll Call Unanimous Vote.
3. **Authorization to Pay - \$36,737.26 -** Motion to Approve Authorization to Pay, Molly Long, Mark Hildebrandt 2nd the motion, Roll Call, Unanimous Vote.
4. **Election of Officers –** Currently the officers are as follows: Stephen Plank - President, Mark Lowry – Vice President, Molly Long – Treasurer, Mark Hildebrandt – Secretary. Molly Long made a motion to keep the Aviation Authority Board Officers the same as stated above. Mark Hammons 2nd the motion, Roll Call – Unanimous Vote.

5. Chairman of Committees:
 - a) Molly Long is the Treasurer Chairman, Mark Hildebrandt committee member.
 - b) Mark Lowry is the Personnel Chairman, Mark Hammons committee member.
 - c) John Wicker is the Facility Chairman, Mark Hildebrandt committee member
6. John Wicker replaced Robert Barr on the Logansport Cass County Airport Board Authority effective date of 1 July 2022.

ENGINEERS REPORT

Engineering related action items to be included on the agenda:

1. Motion to approve Change Order 4 for Coomler Contracting in the amount of \$7,000.00 for additional underdrain to drain active water flowing under the parking lot. *Motion to approve change order #4 by Mark Hammons, Molly Long 2nd the motion, Roll Call, Unanimous Vote.*
2. Motion to approved Disadvantage Business Enterprise (DBE) policy required to receive federal funds. *Motion to approve Disadvantage Business Enterprise (DBE) policy by Molly Long, Bob Barr 2nd the motion, Roll Call, Unanimous Vote.*
3. *Motion to pay Coomler Contracting invoice #2 in the amount of \$74,238.49 by Bob Barr, Molly Long 2nd the motion, Roll Call, Unanimous Vote.*

BF&S Agenda Items

7/26/2022

Board Meeting

Logansport Cass County Airport Authority

Engineering related action items to be included on the agenda:

1. Open the floor for public comment from Disadvantage Business Enterprise (DBE) stakeholders. **No public comments.**
2. Motion to approve the final Disadvantage Business Enterprise (DBE) goal of 4.8%, **by Mark Hildebrandt, Molly Long 2nd the motion, Roll Call – Unanimous Vote.**

Information on items not requiring Board action:

Open Grants:

Grant	Description	Anticipated Close Out	Total Grant All Shares	Financially Complete	Balance
3-18-0051-023	Runway 9-27 LED Lighting - Design		\$166,666.66	92.59%	\$11,741.99
3-18-0051-024	Runway 9-27 LED Lighting - Construction		\$615,602.63	92.87%	\$43,881.28
3-18-0051-028	Master Plan Phase 2		\$166,666.00	100%	0%

1.0 Bipartisan Infrastructure Law (BIL)

- We are now waiting on further guidance from FAA regarding the timing of the application and

funds.

- We did receive questions on the fence relocation, so we know they are looking at our initial request.

2.0 AIP Funded Projects

- **AIP 24 – Runway 9-27 LED Lighting - Construction**
 - Michiana has been given the NTP. We are still waiting on the HVAC system to begin.
 - We received an update they expect to start the 2nd week in August pending the final part arrives which is the AC compressor.
 - Once this work is completed, we will close the grant.

3.0 Parking Lot Project

- Coomler had to revise to grades to ensure the parking lot drains well.
- Paving is now scheduled to start Monday 7/25/22

5.0 Disadvantage Business Enterprise (DBE) policy

- Approve and sign the policy statement (Page 1)
- Adopt the draft goal of 4.8%
- Place the advertisement on your website for 30 days (Page 32)
- Complete the consultation with stakeholders such as the Chamber or small business group. (More info on this in Attachment 5)

AIRPORT MANAGER'S REPORT

1. **Equipment Building – Waiting on the Permit from the State**
2. **Vault Building – Waiting on Contractor to receive HVAC equipment.**
3. **Tim Dalton Debt – \$350.00 June 29th**
4. **Bluebird Hangar – Heating System – Bluebird would like to press on with Radiant heat in the hangar. - Contractor is going to get started on the heating system August 3rd.**
5. **Curtsey Car – Board wants to check into renting or leasing a vehicle from Enterprise to use as the airport curtesy vehicle. Below motion is from the June Meeting - Motion to Authorize Mark Lowry to purchase a SUV in the amount not to exceed \$25,000.00 based on the urgency of the condition of the vehicle and the difficulty in the availability of used vehicles by Bob Barr, Molly Long 2nd the motion - Roll Call, Unanimous Vote.**
6. **Airport Minimum Standards Policy – Board is going to review Minimum Standards Policy, Airport Manager is going to make the minor changes that Engineering recommended. Board will vote at the August Board meeting on the policy.**
7. **Electric Gates – Contractor ordered the equipment and will get us on his schedule to get it installed.**
8. **Airport Sign – Signworks that installed the sign gave us a quote to replace the Face Panels. The quote is \$2,683.84 to replace both panels. Motion to accept the quote from Signworks to replace the Airport Sign panel in the amount of \$2,683.84 by Mark Hildebrandt, Mark Hammons 2nd the motion, Roll Call – Unanimous Vote.**
9. **Conflict of Interest Statement – Review the Conflict of Interest Statement.**
10. **Archer use for Open House – Motion to approve the EAA to use the Archer for the Airport Open House in September by Mark Hildebrandt, Molly Long 2nd the motion, Roll Call – Unanimous Vote.**

BOARD MEMBER COMMENTS – None

AIRPORT STAFF COMMENTS – None

ADJOURNMENT – Motion to Adjourn – Mark Hildebrandt, Molly Long 2nd, Roll Call Unanimous Vote.

NEXT MEETING – Tuesday, 23 Aug 2022 at 11:30 a.m. at the LCCAA Terminal Operation Center.

This meeting is a meeting of the LCCAA BOARD in public for the purpose of conducting Logansport/ Cass County Airport Authority business and is not considered a public community meeting. There will be time allotted for public comments by invitation as indicated on the agenda.

Stephen Plank
President



Attest

