

24 August 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:

OLD BUSINESS

1. Committee Reports

- a. Finance – Motion to approve the 2023 Airport Budget by Molly Long, Mark Lowry 2nd Roll Call – Unanimous Vote.
- b. Facility – Manager Report
- c. Personnel – Manager Report

NEW BUSINESS

1. Financial Reports – All financial reports balanced
2. Payables for Approval – \$128,222.29
Motion to Approve payables in the amount of \$128,222.29 by Molly Long, John Wicker 2nd, Roll Call – Unanimous Vote.
3. Authorization to Pay - \$14,478.81
Motion to Approve Authorization to Pay by Molly Long, Mark Hammons 2nd, Roll Call – Unanimous Vote.

ENGINEERS REPORT

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. Motion to approve Progress Estimate Number 4 – “Final” for Coomler Contracting in the amount of \$150,476.93 for the parking lot. **Motion to approve Progress Estimate Number 4 in the amount of \$150,476.93 by Molly Long, Mark Hildebrandt 2nd the motion, Roll Call, Unanimous vote.**
2. Motion to approve Progress Estimate Number 5 – “Retainage Release” for Coomler Contracting in the amount of \$14,358.19 for the parking lot, subject to completion of any pending punch list items. **Motion to approve Progress Estimate Number 5 in the amount of \$14,358.19 by Mark Hildebrandt, Mark Hammons 2nd the motion, Roll Call, Unanimous vote. Check to held until punch list items are completed.**

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)

- The FAA is being to release these funds at select airports.
- We did receive a few more questions on the fence relocation.

2.0 AIP 24 – Runway 9-27 LED Lighting - Construction

- Michiana has been given the NTP. We are still waiting on the HVAC system to begin.
- The AC compressor arrived on 8/18. The crew who is installing this unit is out of town until Labor Day. Michiana expects to begin the work by 9/16.
- Once this work is complete, we will close the grant.

3.0 Parking Lot Project

- We have a final project walk though scheduled for 10:00 AM on 8/23. We will develop a final punch list from the walk through.
- Motion to approve Progress Estimate Number 4 – “Final” for Coomler Contracting in the amount of \$150,476.93 for the parking lot.

- Motion to approve Progress Estimate Number 5 – “Retainage Release” for Coomler Contracting in the amount of \$14,358.19 for the parking lot, subject to completion of any pending punch list items.

AIRPORT MANAGER’S REPORT

1. Equipment Building – Building is up will start working on insulation, heating and electrical. Request to have a cement pad poured for the Diesel fuel tank and the new propane take that will be next to the building. The estimated cost not to exceed \$2000.00. If they pour the pad the same time as the building it will not cost as much. **Motion to accept contractor estimate for additional cement pad not to exceed \$2000.00 by Mark Hildebrandt, John Wicker 2nd the motion, Roll Call, Unanimous Vote.**
2. Vault Building – Waiting on Contractor to start, Michiana came out and looked at the building on Friday August 12th but as of today have not been back.
3. Tim Dalton Debt – Last payment received was June 28th none for July!
4. Bluebird Hangar – The added insulation and the new radiant heat system is installed. Contractor will come back to start the system and make any adjustments when it gets colder out.
5. Curtsey Car – I stopped at Enterprise about leasing a car, the manager said he would get back to me, followed up with three phone messages and as of today have not heard back from them. Mark Lowry put me in contact with Mike Anderson Group, they are looking into leasing us a car + providing a couple rental cars that can stay at the airport.
6. Electric Gates – The south electric gate is fixed, they are coming back to install new ground sensors. The gate works great. **Board wants to get a quote for the north gate.**
7. Airport Sign - As requested I put my electric heat gun on the panel it did not affect the discoloration, so I tried my torch and had the same result. I temporarily removed one of the signs to see about internally lighting the sign but it is not possible, the whole sign is enclosed, we would have to use a metal saw to cut out the sides. I am pretty sure that will affect the structural integrity of the sign.
8. Parking Lot – Is 90%+ finished, waiting on striping. The parking lot lights were wired directly to the electric meter, so we had to have LMU pull the meter base to kill the electric to the lights so we could get the new light pole installed. So why the meter base was out I was going to install a disconnect but since it was hooked up directly to the meter, I could not do it since I was not a license electrician. So, I had a license electrician come out and install the disconnect. This way if we need to have any future work done on the lights, we do not need to have LMU pull the meter.
9. Minimum Standards Policy. **Motion to adopt the Minimum Standards policy by Mark Hildebrandt, John Wicker 2nd the motion, Roll Call, Unanimous Vote.**
10. Part Time Help – **Start looking for new part time help and a flight instructor.**
11. Open House – Advertisement for the open house, with the local radio station. **Motion to approve up to \$1200.00 for advertising the open house by Mark Hildebrandt, Mark Hammons 2nd the motion, Roll Call, Unanimous Vote.**
12. 2023 Budget Review – **Budget approved above under the financial report.**
13. Health Insurance – Dental for Airport Manager and Wife. **Motion to approve switching insurance from Eye coverage to dental coverage by Mark Hildebrandt, John Wicker 2nd the motion, Roll Call, Unanimous Vote.**

BOARD MEMBER COMMENTS – None

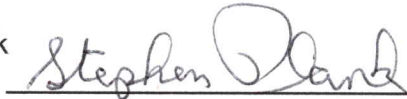
AIRPORT STAFF COMMENTS – None

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

NEXT MEETING – Tuesday, 27 September 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 _____