

May 25, 2021 LCCAA BOARD Meeting

Attendance: Mark Hildebrandt, Chad Weisend, Dave Brummett, Bob Barr, Mark L, Steve Plank, Mark H & Molly Long

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

Motion to Approve Agenda- Bob, Mark H 2nd, Roll Call - Unanimous Vote

PUBLIC COMMENTS: None

OLD BUSINESS

1. **Cyber Fraud** – No update.
2. **Committee Reports**
 - a. **Finance** – Nothing to Report
 - b. **Facility** – Discussed purchasing a new tractor in the future. New LED lights installed on hangar. Sprayed for weeds on the airfield. New exterior cameras, the contractor started the work but not completed. The fuel sign has not been installed yet waiting on the welder to complete the frame. West gate not working. Dave going to bring out backhoe so we can reinstall frost free water faucet.
 - c. **Personnel** – Nothing to Report

NEW BUSINESS

1. **Financial Reports** -
2. **Payables for Approval** – \$40,768.64 – Motion to Approve Payables, Bob Barr, Steve. 2nd, Roll Call Unanimous Vote
3. **Authorization to Pay May 2021** – \$9,397.55– Motion to Approve Authorization to Pay Mark H, Bob Barr 2nd, Roll Call Unanimous Vote
4. **Sky Diving Events at 2021 Open House** – EAA set up open house for 25 September 2021, Huey will be attending the open house. Civil Air Patrol attending also. Sky Diving will support the open house also.
5. **Attorney** – Interviewed Attorney Bill Nelson from Braje, Nelson & James Law Firm from Michigan City, Indiana. Motion to retain/hire Bill Nelson and his Law Firm to represent Logansport Cass County Airport Authority on an hourly billing schedule at a rate of \$250.00 per hour, Mark H, 2nd by Bob Barr, Roll Call Unanimous Vote. Request that Attorney attend at least two meeting a year in person, the rest of the meetings will be conducted virtually. All future Board meeting will be on the fourth Tuesday of each month at 1100 EST and the virtual side starting at 1130 EST.

ENGINEERS REPORT – LED Exterior Lighting for the T-Hangars, Motion to pay application 8 to Hamstra in the amount of \$13,486.00 Steve, 2nd by Bob Bar, Roll Call Unanimous Vote. Looking at using some of the AIP 024 grant to upgrade the light vault. Vault was cleaned out, but you can see day light around the floor coming in from the siding.

T-Hangar, Community Hangar Discussion, All on the punch list items have been resolved except the bi-fold door threshold seals in the bottom corners. Hamstra came to the site on 5/20/21 to discuss

resolution for the threshold seals. They have agreed to install a correction on one door to see how the airport likes the proposed fix prior to installing it on all the doors. We will continue to hold the \$5,000.00 of retainage for the time being. Paved Parking lot- We plan to advertise the project in July. Runway Crack Repair – We will solicit quotes for the work to be performed in the fall. Ideally we would like to see this work completed when temperatures are above 50 degrees but below 65 degrees.

Motion to Approve the Engineering Report – Bob, Mark L 2nd, Roll Call – Dave(Yes), Mark H(Yes), Steve(Yes), Mark L(Yes),Bob(Yes) and Molly (Yes).

AIRPORT MANAGER’S REPORT

1. **Hangar Cost for Events** – Adjust Rental Cost for main hangar events, New rental cost is \$250.00 for four hours and \$500.00 for 8 hour rental.
2. **2nd Floor Estimates** – Board agreed to Stonehedge for the up stairs floor color
3. **Aircraft Maintenance Hangar Foam Estimates** – Contractor will be here on June 14th to start the job.
4. **Tables for Events** – 72” Round Folding Table \$136.99/Each X 20 = \$2,739.80. Table Rack \$212.99 / Each X 2 = \$425.98, Total Cost = \$3,165.78 + Shipping. Board requested to buy one table to make sure it is the quality of table they want.
5. **Attorney** – See above for Attorney.
6. **State Taxes** – Chambers & Co. did not calculate taxes correct. We received a late notice from Indiana Department of Workforce Development. The 1st Quarter taxes was short \$97.20 + \$0.97 Interest + \$9.72 Penalty. Chambers & Co acknowledges their mistake and will reimburse the Airport for the Interest and Penalty. Late Taxes was paid electronically on May 18th in the amount of \$107.89
7. **Aircraft Maintenance Hangar Door Repair** – Aircraft Maintenance Hangar door requires repair not to exceed \$1,100.00 for the repair. Motion to Approve Aircraft Hangar Door Repair, Mark H, Bob Barr 2nd, Roll Call Unanimous Vote
8. **Excessive Equipment** – Board Members have a listing of all excessive equipment, please look through the listing so we can decide what we want to sell at the next board meeting.

BOARD MEMBER COMMENTS –

AIRPORT STAFF COMMENTS - None

ADJOURNMENT – Motion to Adjourn - Mark H, Bob 2nd, Roll Call – Dave(Yes), Mark H(Yes), Steve(Yes), Mark L(Yes),Bob(Yes) and Molly (Not Present)

NEXT MEETING – Tuesday, 22 June 2021 at 11 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 Plant~~
~~Dave Brumett~~

President

Stephen Plant

Attest

Robert Barr