



December 28, 2021 LCCAA BOARD Meeting

Attendance: Mark Hildebrandt (Zoom), Chad Weisend, Bob Barr, Mark Lowry, Stephen Plank, Molly Long, Mark Hammons & William Nelson (Attorney)

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

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

PUBLIC COMMENTS: Bluebird AG proposed building a 125X125 aircraft hangar, Motion for Bluebird to develop building plans for a hangar and present them to the board by Bob Bar, Mark Hammons 2nd, Roll Call – Unanimous Vote.

Attorney: Board requested the attorney to review the airport personnel policy handbook.

OLD BUSINESS

1. Committee Reports

- a. **Finance** –
- b. **Facility** – Discuss location of new equipment building.
- c. **Personnel** – Personnel Policy Handbook – *Hold on any updates until Attorney has time to review.*

NEW BUSINESS

1. **Financial Reports** – Motion by Bob Barr, 2nd by Mark Lowry to accept the Financial Reports, Roll Call Unanimous Vote.
2. **Payables for Approval – \$89,467.16** – Motion to Approve Payables, Bob Barr, Mark Hammons 2nd the motion, Roll Call Unanimous Vote.
3. **Authorization to Pay - \$13,374.55** - Motion to Approve Authorization to Pay, Mark Lowry, Bob Bar 2nd the motion, Roll Call, Unanimous Vote.

ENGINEERS REPORT

Engineering related action items to be included on the agenda::

1. None

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%

.0 AIP Funded Projects

- **Fiscal Year 2022 and CIP Meeting**

- The next project on the CIP is the Parallel Taxiway Project.
- The FAA and INDOT are anticipating funding the design in 2023 with construction in 2025. They show NPE rolls in 2022 and 2024. A comparison of what INDOT programmed compared to what was submitted by LCCAA is below.
- We need to get direction from the Board on if the desire is to roll in 2022 or apply for a grant. A pre-application will be due by December 1, 2021, if we apply for a grant.
- The CIP went well. Thank you to Steve and Mark for taking the time to attend.
 - We discussed that the NPE roll in 2022 was a possibility but indicated we would not agree to a roll in 2024 at this time.
 - A discussion of the taxiway realignment scope took place. We explained there are 3 key aspects:
 - The taxiway re-alignment in the terminal area.
 - The drainage improvements for the terminal area.
 - The resurfacing of the east and west ends of the taxiway that are not being realigned.
- 1. Further discussion was held on the runway rehabilitation project that will follow the taxiway project.

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

- We still submitted the detailed quotes to Victor with the FAA for the vault to close this grant. Victor has not formally responded but has verbally indicated it makes sense.

3.0 Miscellaneous

- **Parking Lot Project**
 - A pre-construction conference is scheduled for 10/22 at 8:00 AM.
 - Construction is slated to begin in the spring. See the new construction schedule attached.
- **Runway Crack Repair**

Metro had mechanical breakdown preventing them from stating the work on Nov 8th as they had committed to. The work will now likely need to be pushed to the spring to ensure proper temperatures are achieved.

AIRPORT MANAGER'S REPORT

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1. **Equipment Building – Motion to build the equipment building on the east side of T- Hangars between Alpha and Bravo hangars by Bob Barr, Mark Hildelbrandt 2nd, Roll Call, Unanimous Vote**

2. Runway resealing / Painting – Delayed until spring of 2022
3. Vault Building – Engineering working on a second quote.
4. Tim Dalton Debt – We received \$350.00 towards Mr. Dalton \$33,835.65 debt that he owes the airport on 7 December 2021. I added this debt to the Dashboard so we can keep SA on it.
5. Attorney Records – Records pickup and are now stored upstairs in the storage room.
6. Personnel Policy Handbook revisions – Copy of revisions in your packet under Other TAB. Hold until next month so the Attorney can review the changes.
7. Archer Insurance renewal is coming due, this year quote is \$400 more for a total of \$4557.00 for the year. *Motion to approve Archer 2022 Insurance by Mark Lowry, Bob Barr 2nd Roll Call, Unanimous Vote.*
8. Airport Property Insurance – I have three quotes for insurance, Dale insurance for \$21236.00 per year, Indiana Farmers(Kitchell insurance Agency for \$17984.00 and Consolidated Union for \$19,035.00. *Motion to accept the Indiana Farmers Insurance quote minus the Perimeter Fence coverage by Mark Hildebrandt, Mark Lowry 2nd, Roll Call, Unanimous Vote*

BOARD MEMBER COMMENTS – Mark Hammons caution me to make sure I am making sure I am comfortable and using good judgment when I am making repairs. Safety always comes first! Steve Plank wanted to thank our new attorney for all his support.

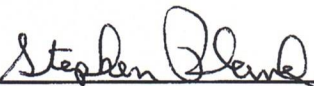
AIRPORT STAFF COMMENTS – None

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

NEXT MEETING – Tuesday, 25 January 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