



25 January 2022 LCCAA BOARD Meeting

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

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

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

PUBLIC COMMENTS:

Attorney: Review of the Personnel Policy Handbook to include the section on sexual assault and harassment in the work center to make sure we are following Indiana standards. *Delayed until the Attorney is completed review. Currently have one issue with the recommended change which was for "Paid Time Off". The Attorney do not recommend that the board approves Paid Time Off for PTL days not used.*

The recommended change was not for PTL days, it was for unused vacation time. Attorney recommend establishing a policy for unused vacation time.

Bond Fraud Case – What does the board want to do with the case? Mr. Tribbett needs to know. Mr. Tribbett tried to file a motion to dismiss the case but the Judge denied the request until a new Attorney was appointed. Motion to request for the Attorney to dismiss the Law Suit, Mark Hildebrandt, 2nd by Molly Long, Roll Call, Unanimous Vote.

OLD BUSINESS

1. Committee Reports

- a. **Finance** – Everything is zeroed out for the year.
- b. **Facility** – Plowed snow, facilities look good.
- 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 Molly Long to accept the Financial Reports, Roll Call Unanimous Vote.
2. **Payables for Approval** – **\$86,440.4** – Motion to Approve Payables, Molly Long, Bob Barr 2nd the motion, Roll Call Unanimous Vote.
3. **Authorization to Pay** - **\$9,660.05** - Motion to Approve Authorization to Pay, Mark Hammons, Bob Bar 2nd the motion, Roll Call, Unanimous Vote.

ENGINEERS REPORT

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

1. Motion to approve the 2022-2026 CIP, Mark Hildebrandt, 2nd by Molly Long 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)

- \$15B for Airport Infrastructure, \$5B for Airport Terminals, and \$5B for Air Traffic Facilities over 5 years. <https://www.faa.gov/bil>
- In FY 2022, GGP is allocated \$110,000 from the Airport Infrastructure funds, based on the NPIAS role, using 90% Federal/5% State/5% Local splits. The allocation is a fixed amount for each year, assuming the legislature passes a corresponding appropriations bill annually.
- FAA has released some information, but there are a lot of unknowns, e.g., timing, process for funding.

2.0 AIP Funded Projects

- **Fiscal Year 2022 and CIP Meeting**
 - We do not recommend resending the NPE roll at this point based on what we have learned on the BIL funds.
 - We will likely need to come up with BIL grant application later this fiscal year.
- **AIP 24 – Runway 9-27 LED Lighting - Construction**
 - We have provided Victor the 3 quotes as he requested last month and are waiting on the OK to submit the costs.
 - In the interim Victor revised AIP-24 PPR9 to make a draw on the grant until the vault and sign questions are resolved. You should see an electronic funds transfer hit your account in the amount of \$14,675.00 by January 31, 2022.

3.0 Miscellaneous

- Parking Lot Project
 - We anticipate a March start at this point
- Runway Crack Repair
 - Metro has pushed to the spring to ensure proper installation temperatures are achieved.
- **Discussion on airport being used Commercially by Air AG companies and requiring them to provide insurance for any HAZMAT spills.**

AIRPORT MANAGER'S REPORT

1. Equipment Building – No update, tried calling got answering machine, left message. Paul generated a diagram on where the new building is going to be constructed for your review, it is located under your Bids tab.
2. Runway resealing / Painting – No update
3. Vault Building – Waiting on 2nd Quote. **Update from Paul, Contract was awarded to Michiana, they will get with me to schedule the work.**
4. Tim Dalton Debt – Did not receive any payment in January as of 20220119
5. Personnel Policy Handbook revisions – Copy of revisions in your packet under Other TAB. Attorney is reviewing recommended changes and making sure that we are following state guidelines on Harassment. **Hold until the Attorney completes the review.**
6. Drive through Gates – Both the East and North Gates are not working. The north gate is throwing a error code that the contractor has not seen. He has ordered a maintenance manual on the system.
7. Peru Airport – Thank you all for your generosity, we got the motor over to Peru and it was installed on the 18th January and it is working great. You all approved giving the motor to Peru via email. I would recommend that we have a motion so it is recorded in the board minutes. Mark Hildebrandt motion that we give Peru Airport our old Fuel Pump Motor, 2nd by Molly Long, Roll Call, Unanimous Vote.
8. Chambers & Co. LLC contract for services for \$4,000.00 per year at \$122.00 per hour. Motion to accept Chambers & Co. contract for services Bob Barr, 2nd motion by Molly Long, Roll Call, Unanimous Vote.
9. Airport Commercial Use - **Discussion on airport being used Commercially by Air AG companies and requiring them to provide insurance for any HAZMAT spills.**

BOARD MEMBER COMMENTS – None

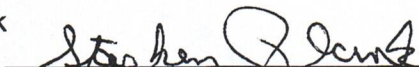
AIRPORT STAFF COMMENTS – None

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

NEXT MEETING – Tuesday, 22 February 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

