



## 28 June 2022 LCCAA BOARD Meeting

**Attendance:** Mark Hildebrandt (Absent) Chad Weisend, Bob Barr, 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- Bob Barr, Molly Long 2<sup>nd</sup>, Roll Call - Unanimous Vote

### PUBLIC COMMENTS:

**Attorney:** Airport Minimum Standards – Attorney reinforced the need to have an Airport Minimum Standards policy.

Discussion about the judgment against Mr. Tim Dalton, Attorney sent a letter to the State Asst. Attorney General on the status of Mr. Dalton judgment.

### OLD BUSINESS

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

### NEW BUSINESS

1. **Financial Reports** – Resolution to Transfer \$21,120.00 from Capital Projects Account 101001433.000 To General Operating Paving Maintenance Account 101001364.000., We only budgeted \$40,000.00 to Seal and Paint the runway and the Total cost was \$61,120.00., [Motion to Transfer \\$21,120.00 from the Capital Projects Account to the General Operating Paving Maintenance Account by Molly Long, Bob Barr 2<sup>nd</sup> the motion, Roll Call – Unanimous Vote.](#)
2. **Payables for Approval – \$252,218.99 –** [Motion to Approve Payables by Molly Long, Mark Hammons 2<sup>nd</sup> the motion, Roll Call Unanimous Vote.](#)
3. **Authorization to Pay - \$36,737.26 -** [Motion to Approve Authorization to Pay, Molly Long, Bob Barr 2<sup>nd</sup> the motion, Roll Call, Unanimous Vote.](#)
4. Mr. Robert Barr is being replaced on the Logansport Cass County Airport Authority Board by Mr. John Wicker, the effective date of termination of Mr. Barr is 30 June 2022. The effective date of appointment for Mr. John Wicker is 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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. They are still waiting on the HVAC system to begin
  - Once this work is complete, we will close the grant.

#### 3.0 Miscellaneous

- 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.
  - This includes all the discovery digging, dewatering, and backfill for the parking lot.
  - Supply and install 50' of under drain encased in #8 stone with geo-fabric over stone.
  - Supply and install 150' of under drain from retention pond to existing storm drain.
  - This includes all the connection and fittings to the existing storm pipe.

#### 4.0 Runway Crack Repair

- Metro has completed the crack repair project.

## 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 – Ground Prep Work completed waiting on Contractor to get started. LMU came out and mapped out a diagram to supply electrical power to the building. Diagram is in your other TAB, the cost for LMU to directional bore and run the wiring is \$1,928.00, that is just to get power to the building. We will still need to have an electrician wire it for outlets and lights. [Motion to approve LMU quote of \\$1,928.00 to run a 200 Amp electrical service to the new equipment building by Bob Barr, Mark Hammons 2<sup>nd</sup> the motion – Roll Call, Unanimous Vote.](#)
2. Runway resealing – Runway Crack Sealing and Repainting is completed. Contractor did a great job. – [Budget for \\$60,000 on next year budget for the Taxi-Ways and Parking Ramps.](#)
3. Vault Building – Waiting on Contractor to receive HVAC equipment.
4. Tim Dalton Debt – \$350.00 June 9th
5. Bluebird Hangar – Heating System – Bluebird would like to press on with Radiant heat in the hangar. - [Motion to approve the installation of Radiant Tube Heating from Moore & Crimmins in the amount of \\$15,200.00 by Bob Barr, Mark Hammons 2<sup>nd</sup> the motion – Roll Call, Unanimous Vote.](#)
6. Curtsey Car – The car had a dead battery, tried to charge it put it has an internal short. The battery was only two years old so I took it back to Napa. They gave us a credit for the time remaining on the warranty. I got another battery. Installed it in the car and found out that something is drawing on the battery with everything is off. It has caution lights flashing for all the lighting systems. I did not get it over to Osborn for a quote, with the battery/electrical problem I felt we might be wasting are money on this car. [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 2<sup>nd</sup> the motion - Roll Call, Unanimous Vote.](#)
7. Grasshopper Lawn Mower – Lawn mower starter went out, when they were fixing it, they found that the engine frame was cracked. Technician stated it is a very common thing with the grasshopper. The repair cost for the Grasshopper was \$3,500 + and \$2,000 was labor, the rest was parts.
8. Airport Liability Insurance – Our current policy coverages was not adequate; I increased our coverages to cover the value of aircraft we have on this airport. Total Cost of our Liability insurance last year was \$7,796.00, with the increased coverages it raised the Annual Premium cost to \$8,381.00 per year. They do have a three-year option that locks the Premium in for three years, and that would cost \$8,576.00 per year but the Premium would not go up for at least three years, unless we added more coverage. [Motion to lock in the airport Liability insurance premium for three years in the amount of \\$8,576.00 annually by Bob Barr, Molly Long 2<sup>nd</sup> the motion – Roll Call, Unanimous Vote.](#)
9. The electrician called me this week, he finally got the lights in for Blue Bird hangar and two external lights, one for Blue Bird and one for the Aircraft Maintenance hangar to light up the ramp in front of each hangar door. The board approved the work back in November. He should be getting started on or before July 1<sup>st</sup>.
10. Airport Minimum Standards Policy – Still working on the policy
11. Electric Gates – The West Gate the power supply burned up, I disconnected the motor and put a cable and pad lock on it. The North Gate is squawking a battery error and the East Gate is squawking a blocking error. I contacted the fence guy he is supposed to get me a quote for a new system. We are constantly working on these gates; they are not reliable and very expensive

to maintain. Motion to accept the bid to replace the south electric gate by Todal Fence LLC in the amount of \$3,735.70 by Molly Long, Mark Hammons 2<sup>nd</sup> the motion - Roll call, Unanimous Vote.

12. Mowing has been nonstop, hopefully with the heat and lack of rain it slows down a little.
13. We have a new aircraft on the Field it is a Beechcraft A36, all the hangars are full except the one we are storing our tractors in.
14. Airport Sign at the airport entrance is looking pretty bad, would like to get some quotes on replacing the class and to do some landscaping working around it. **Airport Manager is authorized to seek quotes for the Airport Sign and Landscaping around the sign.**
15. Many airports have T-Shirts or Sweat Shirts for sale, I would like to purchase a couple each in different sizes and see how they sale. **Airport Manager is authorized to purchase some Airport Shirts and Sweatshirts for sale.**
16. Airport Manager would like to purchase a small Freezer to store frozen sandwiches and ice cream for resale. **Airport Manager is authorized to purchase a small freezer.**

**BOARD MEMBER COMMENTS – None**

**AIRPORT STAFF COMMENTS – None**

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

**NEXT MEETING – Tuesday, 26 July 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

