



## September 28, 2021 LCCAA BOARD Meeting

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

### CALL TO ORDER:

### APPROVAL OF AGENDA AND MINUTES (Regular)

Motion to Approve Agenda & Minutes- Bob Barr, Mark Lowry 2<sup>nd</sup>, Roll Call - Unanimous Vote.

### PUBLIC COMMENTS:

**Attorney:** Lease for Bluebird AG – Change the lease to allow Bluebird AG to conduct maintenance on their aircraft in the hangar. Need correct Bob Barr name and Steve Plank name on official record to their legal names; Robert Bar and Stephen Plank. Four changes need to be made to the lease. Motion to approve the lease subject to the four changes be made by Mark Hildebrandt, Molly Long 2<sup>nd</sup>, Roll Call - Unanimous Vote.

### OLD BUSINESS

#### 1. Committee Reports

- a. **Finance** – 2022 Budget 1<sup>st</sup> reading was approved at the County Council meeting on 17 September 2021. 2<sup>nd</sup> reading is scheduled for 17 October 2021.
- b. **Facility** – Recommend the Manager order three fire extinguishers for the equipment hangar. The aircraft maintenance hangar the Sheetmetal has been installed, waiting on the electrician.
- c. **Personnel** – Task with figuring out the rules for part time help / full time help. It is not a fixed number of hours per week. Just along as we pay the employee overtime if he or she goes over 40 hours per week.

### NEW BUSINESS

1. **Financial Reports** – Motion by Molly Long, 2<sup>nd</sup> by Mark Lowry to accept the Financial Reports, Roll Call Unanimous Vote.
2. **Payables for Approval – \$36,167.38** – Motion to Approve Payables, Bob Barr, Molly Long 2<sup>nd</sup> the motion, Roll Call Unanimous Vote.
3. **Authorization to Pay - \$12,623.82** - Motion to Approve Authorization to Pay, Molly Long, Mark Lowry 2<sup>nd</sup> the motion, Roll Call Unanimous Vote.

## ENGINEERS REPORT

Engineering related action items to be included on the agenda:

1. Motion to award the Park Lot Expansion project to Coomler Contracting. Inc.  
***Coomler are in attendance at the meeting today. Coomler bid was the low bidder at \$287,163.76. No errors in their bid or any of the bids. Motion to accept Coomler Contracting Inc bid in the amount of \$287,163.76 for the parking lot expansion, Robert Barr, Mark Lowry 2<sup>nd</sup> Roll Call - Unanimous Vote. When will this project start, they have until next spring to get it started. They might be able to start based on weather in the next one half months.***
2. Motion to execute Amendment No. 2 to include construction services into the BF&S professional services agreement. ***Part time inspection for the Parking Lot Expansion project. Please see construction services scope under Appendix A, C & D. BF&S will provide an inspector up to 30 days for on sight inspections. Along with material testing. All fee's are laid out in Appendix D. Motion to execute the engineer compensation schedule. Robert Barr, Mark Lowry 2<sup>nd</sup> 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%

### 2.0 AIP Funded Projects

- **AIP 24 – Runway 9-27 LED Lighting - Construction**
  - Victor with the FAA has asked for more information on the vault modifications for further consideration. We believe this is a good sign.
  - Chad has been working with contractors to get quotes.

### 3.0 Miscellaneous

- **Paved Parking**
  - We received 4 good bids on the parking lot with the low bid being Coomler Contracting. Inc in the amount of \$287,163.76.
  - The project appears to be achievable under the planned \$400K budget
  - We recommend proceeding forward with Coomler Contracting. Inc.
  - Coomler Contracting. Inc. will start this fall pending materials but will not pave until spring.
- **Runway Crack Repair**
  - The contract and certificate of insurance has been sign and returned to the airport.
  - Metro and Chad will coordinate the field work. BF&S will not provide construction services.

**AIRPORT MANAGER'S REPORT**

1. **Equipment Building** – Waiting on updated quotes to include a larger building 40'X60' with cement floor. Attorney recommend we follow Indiana statue on obtaining quotes for project that cost between \$50,000 and \$150,000. Airport Manager will solicit for new quotes base on the Burns' Indiana Statutes Annotated 36-1-12-4.7
2. **Airport Insurance** – Request to get new quotes from different insurance companies.
3. **Runway Light Vault** – All runway lights, Strobe lights, Wind Socks and weather went down this month due to a corroded input phase power going into the circuit breaker panel.

**BOARD MEMBER COMMENTS** – Molly Long open house was great.

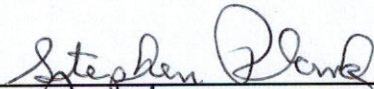
**AIRPORT STAFF COMMENTS** – Motion to approve minutes from 9 September Special Meeting to discuss leasing the Equipment hangar, Mark Lowry, Molly Long 2<sup>nd</sup>, Roll Call Unanimous Vote.

**ADJOURNMENT – Motion to Adjourn** – Molly Long, Mark Hammons 2<sup>nd</sup>, Roll Call Unanimous Vote.

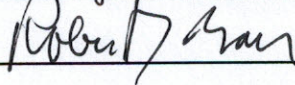
**NEXT MEETING** – Tuesday, 26 October 2021 at 11 a.m. at the LCCAA Terminal Operation Center.

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 Plank  
President

  
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Attest \_\_\_\_\_

  
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