

**Logansport – Cass County Aviation Authority
Meeting Minutes
July 9th, 2003 Board Meeting**

Attendance:

Board members -	Bob Barr Paul Hipsher Pat McNarny Jim Steinberger Tad Wilkinson
Guests -	Mark Shillington; Mid-States Engineering Don Tribbett; Logansport City Attorney Rose Wagoner; Logansport Flying Service Jim Weaver; Logansport Economic Development Foundation Bob Brandstatter; Central Paving, Inc. Kurt Brandstatter; Central Paving, Inc. Rusty Deichman; Deichman Excavating Chad Kuns; F&K Construction Nathan Anderson; F&K Construction

Board member Mark Hildebrandt had already notified the board that he would be unable to attend due to a business commitment.

Call to order:

The meeting was called to order by the President, Tad Wilkinson.

Approval of Minutes:

Minutes for the June 16th, 2003 LBOAC meeting were approved. Two minor corrections were noted for the July 1st, 2003 Logansport – Cass County Aviation Authority organization meeting, and those minutes were then approved.

BID OPENING –

Runway Reconstruction and Widening:

Bids for the earthwork and paving phases of the Runway Reconstruction and Widening project were opened by Tad Wilkinson, and checked for completeness and read aloud by Mark Shillington. Bid results were as follows:

Div A-1 / Earthwork:

- Deichman Excavating \$292,931.50
- F&K Construction \$319,711.60

Div A-2 / Paving:

- Central Paving \$531,174.80

The Engineer's estimates were opened and read as follows:

- Div A-1 / Earthwork \$320,636.00
- Div A-2 / Paving \$561,500.50

Mark recommended that the board take the bids under advisement pending the Engineer's review, which Mark was prepared to do at that time. A motion to accept that recommendation was made by Bob Barr, seconded by Pat McNarny, and passed unanimously.

PUBLIC COMMENTS –

There were no public comments.

PRESIDENT’S COMMENTS -

Payables:

Tad reported that various invoices had been paid.

Building & Grounds:

Tad noted that the buildings and grounds were looking good, and commended Harold Price for his work.

FBO REPORT -

Rose Wagoner reported for the FBO.

Air Traffic Report:

Rose presented the aircraft traffic and fuel sales report, for the period 5/13/03 to 6/16/03, as follows:

- 25 Piston Aircraft
- 9 Jet Aircraft
- 2 Helicopters
- 0 Turbo Prop Aircraft
- 2253 gallons of Av Fuel was sold.
- 999 gallons of Jet Fuel was sold.

Note: The aircraft traffic figures include transient aircraft only, recorded between 8:30 AM and 5:00 PM, not Logansport based aircraft or after-hours aircraft. Logansport based aircraft, including both corporate and private, average an additional 3 or 4 flights per day.

ENGINEER’S REPORT -

Mark Shillington reported for Mid States Engineering.

Runway Reconstruction:

After reviewing the bids, Mark reported that the rebidding process had been successful, reducing the project cost by \$171,000. Mark noted that the rebid scope of work did not include an underdrain system, but that underdrains could be added back as a change order during construction if conditions were discovered that required them. After totaling all contracts for the Runway Reconstruction project, Mark presented Grant applications for the FAA 90% share = \$807,318, and the INDOT 5% share = \$44,851. (The local share will also be 5% = \$44,851.) A motion to authorize Mark to proceed with the Grant Application was made by Jim Steinberger, seconded by Paul Hipsher, and passed unanimously. Mark reminded Don Tribbett that Mid-States contract for the construction services would need to be reviewed prior to the next regular board meeting. Mark also shared a letter from the FAA in response to the request for “construction airspace”. Various restrictions were noted, including that no training flights would be permitted on the temporary runway. Mark agreed to provide Rose a copy of the letter for the FBO’s information.

OLD BUSINESS -

Fuel Tank and Hangar Painting:

Jim reported that two quotes had been received for the Fuel Tank and Hangar painting projects. Bids were as follows:

	Fuel Tanks	Hangar	Total
Bryan's Painting -	\$1,700.00	\$5,200.00	\$6,900.00
Couch's Painting -	\$2,500.00	\$7,000.00	\$9,500.00

The board reviewed and noted that there were funds designated in the city's LBOAC budget that could pay for the projects. A motion to proceed with the projects, pending City approval, was made by Paul Hipsher, seconded by Bob Barr, and passed unanimously.

Land Acquisition:

Don Tribbett reported on the most recent meeting with Mr. Lyons and his tenant farmer. Although there was still contention on Mr. Lyon's part regarding the offered price per acre, Mr. Lyon's had indicated that he may still be agreeable to a negotiated sale for the revised, smaller parcel of land. The revised parcel consisted of +/- 22.5 acres, which the board had discussed and determined to be the minimum requirement in order to proceed with plans for a 5000 feet runway to accommodate Class A-B aircraft. Don noted that a new survey and appraisal would have to be completed in order to proceed within FAA guidelines. Jim reported that he had talked with the appraiser who had quoted a fee of \$350 to redo the appraisal, and that the appraiser had stated he already had the information he needed from the survey that had already been done. An appraisal review would also be required, and it was assumed that could be procured for less than or equal cost to the original review, which was \$400. The board entered into extensive discussion regarding the long-term needs for future development. Runway side and end clearance issues were discussed, and the power of an Airport Authority to enact zoning regulations to protect those clearances was noted. A motion to proceed with the new appraisal and negotiated purchase efforts was made by Pat McNarny, seconded by Paul Hipsher, and passed unanimously. The board agreed that action would allow continued progress for the immediate needs, but that the board should also continue to pursue the "larger vision" going forward.

NEW BUSINESS –

Airport Name:

The board discussed the issue of the official airport name, and agreed that although the Logansport – Cass County Aviation Authority was now the legal entity governing the airport, the name of the airport should remain the Logansport Municipal Airport, in order to avoid many problems related to changing the name of the airport.

Board Member Pay:

The issue of board member pay was discussed. Don Tribbett reviewed the statute and noted that setting the pay would require resolutions by the City and County Councils. It was agreed that the pay issue be included as part of the new budget process, and no action was taken.

AAI Meeting:

Tad noted that the quarterly meeting of the Aviation Association of Indiana would be held July 17th at the Warsaw airport. Mark Shillington explained the role of the AAI. Tad noted that the LBOAC were members of the AAI and urged the new board to consider AAI membership and participation when creating the new operating budget.

Committee Reports:

Rules Committee – Bob Barr reported that he is in the process of contacting other Indiana Airport Authorities asking them to share their rules and budget information.

Budget Committee – Pat McNarny noted that he was looking forward to the budget information from other authorities. Tad agreed to pickup standard state budget forms for use by the committee. Don reviewed budget requirements from the statute and noted that the budget would need to be submitted to the City and County for approval in September. Don also recommended that the Airport Authority have representation at the next City Council meeting to support continued funding of airport operating expenses until other funding is established. Tad and Pat agreed to attend. The next regular City Council meeting is scheduled for July 21st, at 12:00 noon, at the City building, however there may be a Financial Committee meeting before then. Tad agreed to find out about that meeting.

Meeting with Consultants:

Don shared dates when the consultants were available, and following discussion, Tad called a special meeting to be held on July 21st, at 5:00 PM, at the airport. Representatives from Ice Miller, and Umbaugh and Associates will be at the meeting to present information on Airport Authority financing and other issues. Jim will send notices to board members, and Don will prepare and post the agenda.

Board Furniture:

Tad noted that additional chairs were needed for the new larger board, that he had received a quote for \$520 for (4) new chairs, and that funds were available. A motion to transfer funds and purchase the chairs was made by Pat McNarny, seconded by Bob Barr, and passed unanimously.

Maintenance Projects:

Tad reported that an invoice from LMU for \$118.82 to repair damaged clearance lights had been received. Tad also presented a billing from Harold Price for completed maintenance work. Jim Steinberger made a motion to approve the bill for 40 hours for labor and the use of his mower, seconded by Bob Barr, and passed unanimously. Rose Wagoner asked that the board consider purchasing window blinds for the west windows in the lobby of the administration building. The board authorized Rose to proceed with procuring quotes for the blinds.

There was no other new business.

Meeting Schedules:

The next regular board meeting is scheduled for Wednesday, August 13th, at 5:30 PM.

Adjournment:

The meeting was adjourned.

Signed:

Charles "Tad" Wilkinson

cc: Board Members
Jim Keefer; INDOT
Greg Sweeney; FAA
Mark Shillington; Mid-States Engineering
Don Tribbett; Logansport City Attorney
Bobby Avery-Seagraves; Asst. Logansport City Attorney
Rose Wagoner; Logansport Flying Service (Board file copy)
Ruth Ellen Helms; Clerk-Treasurer (w/ copies to Mayor & City Council)
Jim Weaver; Logansport Economic Development Foundation