

**Logansport / Cass County Airport Authority
Meeting Minutes
October 8th, 2003 Board Meeting**

Attendance:

Board members - Bob Barr
 Mark Hildebrandt
 Pat McNarny
 Jim Steinberger
 Tad Wilkinson

Guests - Jim Sawyer; Mid States Engineering
 Don Tribbett; Airport Authority Attorney
 John Vernon; Logansport City Council
 Rose Wagoner; Logansport Flying Service

Board member Paul Hipsher contacted the board prior to the meeting to say he would be unable to attend.

Call to order:

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

Approval of Minutes:

A motion to approve the minutes for the September 18th, 2003 board meeting was made by Bob Barr, seconded by Mark Hildebrandt, and passed unanimously.

PUBLIC COMMENTS –

There were no public comments.

PRESIDENT’S COMMENTS -

Tad Wilkinson reported that the usual invoices for operating expenses had been paid.

FBO REPORT -

Rose Wagoner reported for the FBO.

Air Traffic Report:

Rose presented the aircraft traffic and fuel sales report, for the period 9/18/03 to 10/8/03, as follows:

- 7 Piston Aircraft
- 0 Jet Aircraft
- 0 Helicopters
- 0 Turbo Prop Aircraft
- 539 gallons of Av Fuel was sold.
- 0 gallons of Jet Fuel was sold.

Note: The aircraft traffic and fuel sales figures are significantly below average due to the closure of the runways during construction. Traffic during construction is limited to small aircraft able to takeoff and land on the shorter temporary runway.

ENGINEER'S REPORT -

Jim Sawyer reported for Mid-States Engineering.

Runway Reconstruction and Widening Project:

Jim submitted invoices and FAA and INDOT pay requests for progress billings as follows:

- Invoices:
 - Deichman Excavating - \$39,827.81
 - Mid-States Engineering - \$17,665.40
 - Michiana Contracting - \$20,101.50
- Pay Requests:
 - Grant #8, Pay Request #5 - \$58,436.00
 - Grant #9, Pay Request #2 - \$7,799.00

A motion to approve the Pay Requests, subject to Mark Shillington's final review and approval, was made by Jim Steinberger, seconded by Pat McNary, and passed unanimously.

Jim Sawyer also reported that the lime stabilization work was complete and that grading and stone sub-base installation work would recommence 10/9/03.

OLD BUSINESS -

Land Acquisition:

Don Tribbett reported that he spoke to Mark Shillington and it was determined that the Appraiser and Review Appraiser will need to be coordinated so that they agree on the final appraisal method and amount. Jim Steinberger agreed to contact them to resolve the discrepancy.

Airport Utilities:

It was noted that the Logansport City Council had approved \$19,000 from the city's CEDIT funds to finance the installation of a sleeve beneath the runway to accommodate future city utilities. Receipt of the funding is subject to the city's receipt of tax revenues. Jim Sawyer, with Mid States Engineering, reported that the sleeve installation is complete.

Capital Bond Issue / Debt Service:

Don Tribbett reported that Mark Hildebrandt, Pat McNary, and Don had attended a meeting of the City Council Finance Committee and that Pat had presented the airport's position regarding the proposed bond issue. Pat and Mark are also working on a position paper explaining the airport's history and current needs. Presentations for the approval of the resolution to proceed with the tax levy for the bond debt service will be made to the City Council on 10/14/03 @ 4:00 PM, and the County Council on 10/17/03 @ 9:00 AM. A special Aviation Authority board meeting was set for Monday, 10/13/03 @ 2:00 PM, @ the offices of Salin Bank, to discuss the presentations to the City and County Councils.

NEW BUSINESS –

Accounting Services:

Don Tribbett presented the board with a proposed Service Agreement from H.J. Umbaugh and Associates to provide accounting and consulting services to the Airport Authority. Don reported that he had reviewed the Agreement and that it was acceptable from a legal standpoint. The board agreed to postpone action on the agreement until the November board meeting, at which time it would be known whether the proposed bond issue would be proceeding or not.

Airport Maintenance:

Tad Wilkinson presented an invoice from Harold Price for maintenance services rendered. A motion to approve payment of \$355 was made by Bob Barr, seconded by Mark Hildebrandt, and passed unanimously.

Airport Non-Directional Beacon:

Rose Waggoner reported that the FAA had been to the airport for an inspection and determined that the NDB monitor system at the City Building was not working properly. Board Secretary Jim Steinberger was instructed to send a letter and a copy of the FAA letter regarding the NDB problem to the NDB maintenance person.

There was no other new business.

Meeting Schedules:

A special meeting of the Airport Authority Board will be October 13th, 2003, at 2:00 PM, at Salin Bank in Logansport. The next regularly scheduled Airport Authority Board meeting will be November 12th, 2003, at 5:30 PM, at the airport.

Adjournment:

A motion to adjourn the meeting was made by Mark Hildebrandt, seconded by Bob Barr, and passed unanimously. 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-Seagrave; Asst. Logansport City Attorney
Rose Wagoner; Logansport Flying Service (Board file copy)
Ruth Ellen Helms; Clerk-Treasurer (w/ copies to City Council)
Jim Weaver; Logansport Economic Development Foundation
John Julien; H. J. Umbaugh & Associates
Cass County Commissioners
Richard Hettinger; Mayor, City of Logansport