

**Logansport / Cass County Airport Authority
Meeting Minutes
November 12th, 2003 Board Meeting**

Attendance:

Board members -	Bob Barr Mark Hildebrandt Paul Hipsher Pat McNary Jim Steinberger Tad Wilkinson
Guests -	Don Tribbett; Airport Authority Attorney Sam Williamson; Logansport Flying Service

Call to order:

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

Approval of Minutes:

The minutes for the October 8th, 2003 board meeting, and the October 24th and November 6th, 2003 special board meetings were presented for approval. Tad Wilkinson noted that the actual number of “aye” votes tallied for the motion to pass the bond ordinance on the first reading at the October 24 meeting should be 6, and the number of “aye” votes tallied for the motions regarding the public hearing and to pass the bond ordinance on the second reading at the November 6 meeting should be 5. A motion to approve the minutes for all three meetings, with the corrections made as noted, was made by Paul Hipsher, seconded by Pat McNary, and passed unanimously.

PUBLIC COMMENTS –

Paul Hipsher made a public comment to “Thank all the gentlemen on the board who served their country”.

PRESIDENT’S COMMENTS -

There were no President’s comments.

FBO REPORT -

Sam Williamson reported for the FBO.

Air Traffic Report:

Sam presented the aircraft traffic and fuel sales report, for the period 10/8/03 to 11/12/03, as follows:

- 3 Piston Aircraft
- 0 Jet Aircraft
- 0 Helicopters
- 0 Turbo Prop Aircraft
- 1668 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 Steinberger and Tad Wilkinson noted that they had met with representatives for Mid-States Engineering and were prepared to report on their behalf.

Runway Reconstruction and Widening Project:

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

- Change Orders:
 - Deichman Excavating – CO #01, \$44,253.12, for lime stabilization of the runway subgrade.
 - Deichman Excavating – CO #02, \$17,700.00, for the utility casing beneath the runway.

A motion to approve the Change Orders was made by Jim Steinberger, seconded by Paul Hipsher, and passed unanimously.

- Invoices:
 - Mid-States Engineering – progress billing #06, for \$29,740.71.
 - Michiana Contracting – progress billing #02, for \$66,785.63.

A motion to approve the Invoices was made by Jim Steinberger, seconded by Pat McNarny, and passed unanimously.

- Pay Requests:
 - Grant #8, Pay Request #6 – FAA for \$60,107.00 and State for \$3,339.28.
 - Grant #9, Pay Request #3 – FAA for \$26,899.00 and State for \$1,494.37.

A motion to approve the Pay Requests was made by Jim Steinberger, seconded by Mark Hildebrandt, and passed unanimously.

Bob Barr reported that he had discussed the project progress and schedule for work remaining with the Mid States onsite representative, and reported that information to the board.

Airport Layout Plan:

Jim reported that he and Tad had discussed holding a special meeting with Mid States representatives, for the board to review a draft of the current ALP. The board agreed and scheduled a tentative special meeting for Friday, December 12th, 2003, at 9:30 AM, and the office of Steinberger Construction. Jim agreed to confirm the meeting date with Mid States and report back to board members.

OLD BUSINESS -

Capital Bond Issue / Debt Service:

Don Tribbett reported that he was having trouble setting up the required Common Wage Hearing meeting with the candidates named as Airport Authority nominees and requested that the board name other alternates. A motion to name Keith Cole as the industry representative and Gerry Bun as the taxpayer representative was made by Pat McNarny, seconded by Mark Hildebrandt, and passed unanimously. The hearing is set for Friday, November 21st, at 2:00 PM, at the airport.

Land Acquisition:

Jim Steinberger reported that he had received a redone appraisal and appraisal review and that the review now agreed with a new appraised amount of \$92,500 for the 22.5 acres identified as being necessary for the proposed runway expansion. Copies of those documents were presented to Don Tribbett. A motion to authorize Don to prepare a new offer to purchase the property for the appraised amount was made by Mark Hildebrandt, seconded by Pat McNarny, and passed unanimously.

Non-Directional Beacon Repairs:

Tad Wilkinson presented an invoice to the board for approximately \$2,900 to repair the NDB remote monitoring system, and another \$300 invoice for a quarterly maintenance contract. Tad noted that he was unaware of any maintenance contract and agreed to call the vendor to procure a copy of any contract that existed. The board also discussed the expense of repairing the NDB. FBO Sam Williamson noted that there were other methods of approach to the airport, and that many airports were decommissioning their NDB systems. The board agreed to table the repair pending further consideration of whether or not to continue to maintain the NDB system.

COMMITTEE REPORTS –

There were no committee reports.

NEW BUSINESS –

There was no other new business.

Meeting Schedules:

Upcoming meetings are scheduled as follows:

- A special board meeting for the Second Reading of the Additional Appropriations Ordinance, scheduled for Wednesday, November 19th, 2003, at 9:30 AM, at the airport.
- A Common Wage Hearing scheduled for Friday, November 21st, 2003, at 2:00 PM, at the airport.
- A hearing by the Department of Local Government Finance, to consider the debt levy for the bond issue, scheduled for Tuesday, November 25th, at Indianapolis. Pat McNarny, Don Tribbett, and Tad Wilkinson agreed to meet at the airport at 12:30 PM to leave for Indianapolis.
- The next regular board meeting scheduled for Wednesday, December 10th, 2003, at 5:30 PM, at the airport.
- A tentative special board meeting to review the Airport Layout Plan, scheduled for Friday, December 12th, 2003, at 9:30 AM, at the offices of Steinberger Construction (time and date to be confirmed).

Adjournment:

A motion to adjourn the meeting was made, seconded, 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