

**Logansport / Cass County Airport Authority
Meeting Minutes
December 10th, 2003 Board Meeting**

Attendance:

Board Members - Bob Barr
 Mark Hildebrandt
 Paul Hipsher
 Pat McNarny
 Tad Wilkinson

Guests - Don Tribbett; Airport Authority Attorney
 Sam Williamson; Airport FBO
 John Julien; H. J. Umbaugh & Associates
 Mark Shillington; Midstates Engineering Consultant
 Mike Fincher; Logansport Mayor Elect
 John Vernon; Logansport City Council

Board member Jim Steinberger contacted the board prior to the meeting to say he would be unable to attend due to a death in the family.

Call to order:

President Tad Wilkinson called the meeting to order at approximately 4:00 PM following a public dedication of the runway improvements recently completed at the airport.

Approval of Minutes:

A motion to approve both the minutes of the regular November 12th and special November 19th board meetings was made by Pat McNarny and seconded by Paul Hipsher, and passed unanimously.

PUBLIC COMMENTS –

There were no public comments.

PRESIDENTS COMMENTS –

President Tad Wilkinson expressed the Board's sympathy to Jim Steinberger upon the passing of Jim's grandfather, Roger Steinberger. Tad reported that Don Tribbett, Pat McNarny, and Tad attended the Department of Local Government Finance (DLGF) hearing in Indianapolis. Tad reported that pilot lounge furniture has been purchased. Tad reported that he has encumbered funds for the 2004 budget. Tad reported that he met with Steve Edson regarding zoning. Tad reported that the runway improvements have been completed and the local Chamber of Commerce sponsored a ribbon cutting dedication. Tad thanked all parties responsible for work done since the formation of the LCCA Authority.

ENGINEER REPORT –

Midstates Engineer Mark Shillington presented invoices and FAA and INDOT pay requests for billings as follows:

- Invoices:
 - Midstates Engineering - \$ 33,588.03
 - Michiana Electric - \$ 33,160.50
 - Central Paving - \$ 481,219.04
 - Deichman Excavating - \$ 104,909.50
- Pay requests:
 - Grant # 8, Pay Request # 7 - \$ 12,401.00 for FAA & \$ 688.90 for INDOT
 - Grant # 9, Pay Request # 4 - \$ 575,189.00 for FAA & \$ 31,954.95 for INDOT

A motion to approve the pay requests was made by Pat McNarny and seconded by Bob Barr, and passed unanimously.

Engineer Shillington presented an invoice for an Environmental Assessment (EA) from Midstates Engineering and explained the requirements for the EA in lieu of a more detailed and expensive Environmental Impact Statement (EIS). He also presented FAA and INDOT pay requests for this invoice as follows:

- Invoice:
 - Midstates Engineering - \$ 18,000.00
- Pay request:
 - Grant # 7, Pay Request # 2 - \$ 16,200.00 for FAA & \$ 900.00 for INDOT

A motion to approve this pay request was made by Mark Hildebrandt and seconded by Paul Hipsher, and passed unanimously.

Engineer Shillington informed the board about pending Federal Legislation termed “Flight 200” that both the U.S. Senate and House of Representatives have approved that is waiting for President Bush’s signature. This legislation would provide for additional funding for airport improvements nationwide if signed into law. This was presented at a recent American Association of Airport Executives (AAAE) meeting attended by representatives of Midstates Engineering.

FBO REPORT –

Sam Williamson reported that there has been low to no runway use as a result of runway construction improvements during November. One “Shorts” turboprop freight aircraft landed during the meeting 12/11/03.

OLD BUSINESS –

Bond / Debt Service:

John Julien reported the status of the bond issue by explaining that the Indiana Tax Commissioner was expected to approve the issue December 17 and the bonds should be issued before the end of 2003, pending completion of all steps required during the next 20 days. He then explained the prudence of selecting a Registrar/Paying Agent before the end of the year when the bonds would be issued. He explained that his firm solicited bids from (3) banks with offices in Logansport for this purpose and that he had received proposals from Salin Bank & Trust, and Security Federal Savings Bank. No response from National City Bank was received. Pat McNarny excused himself from the board meeting. John Julien presented additional information regarding the timing and details of the bond issue. *A motion was made to proceed with printing of necessary documents for the General Obligation Bond Issue at an estimated cost of \$ 1,200.00 by Paul Hipsher and seconded by Bob Barr, and passed by all board members present.* John Julien presented the proposals received from Salin Bank & Trust, and Security Federal Savings Bank for Registrar/Paying Agent. The Salin proposal was \$ 500 per year and the Security Federal proposal was \$ 875 per year. *A motion to accept the proposal from Salin Bank & Trust to become the Registrar/Paying Agent was made by Mark Hildebrandt and seconded by Paul Hipsher, and passed by all board members present. A motion to appoint Salin Bank & Trust as the Account Holder for the LCCA Authority was made by Paul Hipsher and seconded by Bob Barr, and passed by all board members present.* There was discussion about bank accounts that would be required for the authority to conduct business beginning January 2004. *A motion was made to require 2 signatories on all LCCA Authority checks which must be signed by any two of the LCCA Authority Treasurer, Secretary, Vice President, or President by Bob Barr and seconded by Tad Wilkinson, and passed by all board members present.* Board member Pat McNarny was asked to rejoin the meeting at this point. John Julien presented an invoice from J.H. Umbaugh & Associates dated 12/10/03 for \$ 30,000.00 for professional services for expenses incurred under an agreement dated November 6, 2003 for issuance of general obligation bonds to fund improvements at the LCCA. A motion to pay the invoice, pending receipt of bond revenues by LCCA Authority, was made by Pat McNarny and seconded by Bob Barr, and approved unanimously.

Land Acquisition:

Don Tribbett reported that he and Jim Steinberger met with Mr. Lyons and Mr. Lyons' tenant farmer Bob Minnick 12/9/03. Don Tribbett presented a copy of the offer for the LCCA Authority to purchase 22.5 acres for \$ 92,500.00 from Mr. Lyons, which Don & Jim presented to Mr. Lyons at the December 9 meeting. Don will update the LCCA Authority Board regarding this matter at the next regular board meeting January 14th, 2004.

Airport Fringe Zoning:

Mark Shillington agreed to provide a copy of an FAA Model Zoning Ordinance at the 12/12/03 LCCA planning meeting.

NDB Repair:

A motion to instruct the Logansport Clerk/Treasurer to discontinue payments for the maintenance of the Navigational Direction Beacon (NDB) was made by Paul Hipsher and seconded by Mark Hildebrandt, and passed unanimously.

NEW BUSINESS -

REIL Lights:

Discussion concerning the Runway End Intermittent Lights (REIL) resulted in a consensus to defer action until the summer of 2004.

Maintenance Bills (Harold Price):

A motion to pay Harold Price \$ 70.00 for (7) hours of labor at a rate of \$ 10.00 per hour was made by Tad Wilkinson and seconded by Bob Barr, and passed unanimously.

ALP Meeting 12/12/03

President Wilkinson reminded all board members present that there is a special Airport Planning Meeting scheduled at 9:30 AM Friday December 12th at Steinberger Construction Company at 400 Water Street in Logansport.

Recognition of Rose and Sam for Ribbon Cutting Ceremony Event

President Wilkinson thanked Sam Williamson and Rose Wagoner for hosting the reception to dedicate the newly improved runway at the LCCA.

Meeting Schedules:

The next regular meeting for the LCCA Authority board is scheduled for 5:30 PM Wednesday January 14, 2004 at the LCCA Airport.

Adjournment:

A motion to adjourn the meeting was made by Paul Hipsher and seconded by Mark Hildebrandt, and passed unanimously. The meeting was adjourned.

Signed:

Charles "Tad" Wilkinson