

**Logansport / Cass County Airport Authority
Meeting Minutes
January 14th, 2004 Board Meeting**

Attendance:

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

Board member Pat McNarny had previously advised the board that he would be unable to attend.

Call to order:

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

Approval of Minutes:

The minutes for the December 10th, 2003 board meeting were presented for approval. It was noted that the resolution providing authorization to sign LCCAA checks required any 2 of the 4 board officers. A motion to approve the minutes was made by Bob Barr, seconded by Paul Hipsher, and passed unanimously.

PUBLIC COMMENTS –

Bob Barr noted that a card on behalf of the airport board members had been sent to Rosemary Vernon to offer condolences for the death of her husband, City Councilman John Vernon, who had been a good friend and supporter of the airport board.

PRESIDENT'S COMMENTS -

Tad Wilkinson noted that he had paid all current payables for airport operating expenses.

FBO REPORT -

Sam Williamson reported for the FBO.

Air Traffic Report:

Sam noted that since the runway had been reopened, during the period from December 1st, 2003 to January 14th, 2004, airport traffic and fuel sales had been as follows:

- 30 Local piston aircraft
- 5 Transient piston Aircraft
- 4 Jet aircraft
- 1 Turbo Prop Aircraft
- 0 Helicopters
- 1648 gal. Av Fuel
- 574 gal. Jet Fuel

ENGINEER'S REPORT -

Mark Shillington reported for Mid-States Engineering.

Radio Tower:

Mark reported that the FAA had received an application for a 400' radio tower proposed for construction 4.2 miles north of the airport. The FAA determined that the tower would not be detrimental to the airport.

Runway Reconstruction and Widening Project:

Mark presented a summary of financial data for the runway reconstruction and widening project, showing all contracts awarded, invoices paid, and projected costs remaining.

Airport Layout Plan:

Mark provided copies of the proposed new airport layout plan. The board reviewed and discussed the layout, and offered several ideas and suggestions. Mark agreed to consider the input and provide new drawings showing possible options that would address the board's concerns.

Capital Improvement Plan:

Mark provided the board with a draft of a new CIP proposal. The board discussed the projects and priorities for the 2005 to 2009 CIP. Mark is to prepare the CIP letter to the FAA for board approval at the February meeting.

OLD BUSINESS -

Capital Bond Issue / Debt Service:

Tad Wilkinson presented a report listing financial data, including deposits and withdrawals to the new bond money account. Tad presented a list of invoices for services related to the bond issue, for approval, including:

- H.J. Umbaugh (bond consultant) \$30,000.00
- Ice Miller (bond legal council) \$25,600.00
- Starr, Austen, Tribbet, Myers, & Miller (airport legal council) \$25,807.53
- Pat McNarny (reimbursement for deposit to open bank account) \$50.00

A motion to approve the invoices for payment was made by Paul Hipsher, seconded by Mark Hildebrandt, and passed unanimously.

Land Acquisition:

Jim Steinberger reported that Jack Lyons had designated his son, attorney Dave Lyons, to represent the Lyon's in further negotiations for the purchase of their property. The board discussed several options for the proposed acquisition and expressed a urgent need to move forward with the acquisition of property required to accommodate an extended 5000' runway. The board authorized Don Tribbett to contact Mr. Lyons to discuss all options and determine the best way to proceed, which could involve condemnation proceedings if a negotiated sale could not be achieved. The board expressed willingness to conduct a special meeting if necessary to expedite the process.

Non-Directional Beacon Repairs:

The board noted that FBO Sam Williamson had reconsidered after talking with several pilots and is recommending that the NDB be maintained in operation. A motion to continue to maintain the NDB system was made by Paul Hipsher, seconded by Mark Hildebrandt, and passed unanimously. Jim Steinberger then reported that calls to the current NDB maintenance vendor have gone unanswered. Sam Williamson noted that another qualified vendor was available. A motion to terminate the existing maintenance agreement and to authorize the FBO to hire the alternate vendor to make the needed repairs and continue to maintain the NDB system was made by Paul Hipsher, seconded by Mark Hildebrandt, and passed unanimously.

COMMITTEE REPORTS –

Personnel Committee:

Committee chairperson Paul Hipsher requested that all committee persons and the FBO draft a list of positions and duties to be considered for the future operation of the airport.

NEW BUSINESS –

Hangar Tenant:

Tad Wilkinson reported that a hangar tenant had relocated to a different hangar that had a lower lease rate. The board agreed that a \$60 credit be applied to the next lease payment, as recommended by the Clerk-Treasurer’s office.

There was no other new business.

Meeting Schedules:

The next regular meeting of the Logansport / Cass County Airport Authority is scheduled for Wednesday, February 11th, 2004, at 5:30 PM, at the airport.

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
Rose Wagoner; Logansport Flying Service (Board file copy)
Ruth Ellen Helms; Clerk-Treasurer (w/ copies to City Council)
Jim Weaver; Logansport Economic Development Foundation
Cass County Commissioners
Mike Fincher; Mayor, City of Logansport