

**Logansport / Cass County Airport Authority  
Meeting Minutes  
June 2<sup>nd</sup>, 2004 Board Meeting**

**Attendance:**

Board members -        Bob Barr  
                                  Mark Hildebrandt  
                                  Paul Hipsher  
                                  Pat McNarny  
                                  Jim Steinberger  
                                  Tad Wilkinson  
Guests -                    Mark Shillington; Mid States Engineering  
                                  Don Tribbett; Airport Authority Attorney  
                                  Rose Wagoner; Logansport Flying Service

**Call to order:**

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

**Approval of Agenda:**

The meeting agenda was distributed for review. A motion to approve the agenda was made by Pat McNarny, seconded by Mark Hildebrandt, and passed unanimously.

**Approval of Minutes:**

The minutes for the May 12th, 2004 board meeting and special budget meeting were presented for approval. Corrections were made and a motion to approve those minutes as corrected was made by Mark Hildebrandt, seconded by Paul Hipsher, and passed unanimously.

**TREASURER'S REPORT -**

**Accounts Payable:**

Tad Wilkinson presented a list of claims totaling \$859.87. A motion to approve payment was made by Mark Hildebrandt, seconded by Paul Hipsher, and passed unanimously.

**Bond Funds:**

Treasurer Pat McNarny reported that a certificate of deposit containing the airport bond proceeds will mature 7/16/04, and suggested going to market for a new short-term CD. A motion to authorize Pat to advertise for quotes for a new 60 day CD for \$1,650,000, and to invest the CD with the most favorable offer was made by Paul Hipsher, seconded by Mark Hildebrandt, and passed unanimously.

**PUBLIC COMMENTS –**

Secretary Jim Steinberger shared a note to the board from Logansport Mayor Mike Fincher expressing his support for the airport and thanks for the board's efforts.

**PRESIDENT'S COMMENTS -**

**Hangar Tenants:**

Tad Wilkinson noted that TM Morris had advised the airport that they would vacate their hangar space by July 1, but that a new tenant had already reserved that space when available.

**FBO REPORT -**

Rose Wagoner attended the meeting to represent the FBO.

**Air Traffic Report:**

Air traffic and fuel sales for the period from May 13<sup>th</sup>, 2004 to June 2, 2004 was reported as follows:

- 45 Total movements
- 21 Local piston aircraft
- 18 Transient piston Aircraft
- 5 Jet aircraft
- 0 Turbo Prop Aircraft
- 0 Helicopters
- 896 gal. Av Fuel
- 622 gal. Jet Fuel

It is noted that flights recorded were during regular hours and did not include after hours flights.

**ENGINEER'S REPORT -**

Mark Shillington reported for Mid-States Engineering.

**Runway Reconstruction and Widening Project:**

Mark presented invoices and pay requests related to the Runway Reconstruction and Widening project as follows:

- Mid States Engineering progress billing for \$27,116.00.
- FAA and INDOT pay requests #6 for Grant #9 for FAA 90% share and INDOT 5% share of the invoices received.

Mark recommended board approval of the invoice and pay requests. A motion to approve those documents was made by Paul Hipsher, seconded by Pat McNary, and passed unanimously. Mark also submitted to the board an updated recap of total estimated costs for the project. The project is now projected to be \$48,585 over the grant amount, which includes an estimate for a change order to perform work required to bring the Runway Safety Area at the east end of the runway into FAA compliance.

**Zoning:**

Mark provided proposed layout and language for a proposed zoning ordinance to protect the airport airspace. Tad noted that he would present the information to local planning and zoning officials for review and comment.

**OLD BUSINESS -**

**Land Acquisition:**

Don Tribbett presented a letter from the Lyons' attorney, offering to sell 22.48 acres to the airport for \$92,500 with an option to rent back the property for farming for \$2,000 per year until the land was needed for construction. That offer matched an earlier offer that had been made to the Lyons' by the airport and then withdrawn. There was much discussion and the board consulted with engineer Mark Shillington and then engineer Larry Creakbaum by telephone concerning the 45.5 acre portion of the Lyons property that had been determined by the engineers to be needed to construct and protect the proposed C-D classification runway. After careful consideration the board agreed that the 22.5 acre parcel would be enough to construct the runway, but that the entire 45.5 acres should be restricted from development to protect the C-D runway safety zones and airspace. A motion was made by Bob Barr to counter the Lyons' offer with an offer to purchase the 22.5 acres of land for \$92,500 and to provide an option to rent back the land to the Lyons for farming for \$2000 per year until needed for the commencement of construction of airport improvements, but with the added condition that the Lyons donate rights to control development on the land that was included in the airport's offer to purchase 44.5 acres but not included in the 22.5 acres, with language as directed by Mid States Engineering and drafted by airport attorney Don Tribbett, and if that counter offer was not accepted, for airport attorney Don Tribbett to proceed with condemnation process for the entire 45.5 acres. That motion was seconded by Tad Wilkinson and passed unanimously.

**Painting Project:**

It was noted that the fuel system equipment and hangar painting project had not yet been started.

**Fuel System Maintenance:**

It was noted that the airport had received a proposal for continued fuel system maintenance service in 2005. The board agreed to table that proposal until the 2005 budget has been approved.

**NDB System:**

Tad Wilkinson shared a letter from Picha Airport Radio Service, who has been hired to perform maintenance on the non-directional beacon and monitoring system, stating his service rates of \$55 per hour for on-site work and 40 cents per mile for travel time and expense.

**COMMITTEE REPORTS –**

**Airport Budget:**

Mark Hildebrandt read resolution 2004-01 that had been prepared by H. J. Umbaugh & Associates to establish the maximum operating levy of \$474,200 for the Logansport / Cass County Airport Authority. A motion to adopt the resolution was made by Paul Hipsher, seconded by Bob Barr, and passed unanimously. Tad Wilkinson noted that the petition to establish the maximum levy had been presented to the Indiana Local Government Tax Control Board and that a hearing was scheduled for June 24, 2004. Bob Barr, Pat McNarny, and Tad Wilkinson agreed to meet at the airport at 8:30 AM that day to leave for the 10:45 scheduled hearing in Indianapolis. A motion to approve the 2005 operating budget developed by the budget committee with the assistance of H. J. Umbaugh & Associates was made by Paul Hipsher, seconded by Bob Barr, and passed unanimously. The budget will be presented to the City and County councils for approval in July.

**NEW BUSINESS –**

There was no other new business.

**Meeting Schedules:**

The next regular meeting of the Logansport / Cass County Airport Authority was rescheduled for Thursday, July 1<sup>st</sup>, 2004, at 5:30 PM, at the airport. Business at that meeting will include the annual election of officers.

**Adjournment:**

A motion to adjourn the meeting was made, seconded, and passed unanimously. The meeting was adjourned.

**Signed:**

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**Charles "Tad" Wilkinson**

cc: Board Members  
Jim Keefer; INDOT  
Greg Sweeney; FAA  
Mark Shillington; Mid-States Engineering  
Don Tribbett; L/CCAA Attorney  
Rose Wagoner; Logansport Flying Service (Board file copy)  
Ruth Ellen Helms; Clerk-Treasurer (w/ copies to City Council)  
Cass County Commissioners  
Mike Fincher; Mayor, City of Logansport