

**MINUTES OF THE MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)
BOARD OF DIRECTORS (“BOARD”)
HELD JANUARY 26, 2005**

Attendance:

Board Members: **Mark Hildebrandt
Charles “Tad” Wilkinson
Pat McNarny
Jim Steinberger
Bob Barr**

Board member Paul Hipser was unable to attend.

Guest: **Tim Dalton, Airport Manager
Don Tribbett, Airport Authority Attorney
Sam Williamson, Logansport Flying Service
Rose Wagoner, Logansport Flying Service
Larry Creakbaum, Mid States Engineering
Luke Reynolds, Mid States Engineering**

Call to Order:

The meeting was called to order by the President, Mark Hildebrandt.

Approval of Agenda:

The meeting agenda was distributed for review. Jim Steinberger requested the addition of Airport Manager Comments to the agenda. Mark Hildebrandt suggested that Airport Manager Comments occur after the FBO report. On a motion duly made by Pat McNarny and seconded by Tad Wilkinson, the Board voted unanimously to approve the agenda.

Approval of the Minutes

On a motion duly made by Pat McNarny and seconded by Tad Wilkinson, the Board voted unanimously to approve the minutes of the December 23, 2004 meeting.

Treasurer’s Report

Pat McNarny presented the Treasurer’s report.

Tax Warrant – On a motion duly made by Pat McNarny and seconded by Jim Steinberger, the Board voted unanimously to accept the bid by Security Federal. On a motion duly made by Jim Steinberger and seconded by Tad Wilkinson, the Board voted unanimously to approve opening a new checking account to serve as the Operating Fund and to borrow \$20,000 from the Capital Bond Fund interest earnings to place into that account to fund any operating expenses that need to be paid prior to receipt of the tax warrant loan money, an to re-pay the \$20,000 back to the Capital Bond Fund account as soon as the tax warrant loan money is received. Pat McNarny will open the new account.

Public Comment

There was no public comment.

President and Board Member Comments

Mark Hildebrandt welcomed Tim Dalton, the new Airport Manager.

FBO Report

Sam Williamson and Rose Wagoner attended the meeting to represent the FBO.

Air Traffic Report

Air traffic and fuel sales for the period of December 9, 2004 through January 19, 2005 were reported as follows:

84 Total movements
44 Logansport Flying Service
12 Jet aircraft
2 Helicopters
24 Transient piston aircraft
0 Local aircraft
2,087 gal. Av. Fuel
1,474 gal Jet Fuel

Tim Dalton agreed to maintain a spreadsheet to track airport traffic for a rolling 12 months and send the same to the Board members and FBO.

Misc. FBO Comments

- Rose Wagoner reported that hanger tenant Jim Hurt is still not able to proceed with clean up of his hanger and surrounding area due to family medical issues and this would not be accomplished until warmer weather.
- Sam Williamson relayed comments from Federal Mogal regarding how nice that our Airport surfaces were cleaned following recent snowfalls.
- Sam Williamson raised the option of utilizing a Wide Area Augmentation System (WAAS) in lieu of an ILS. A WAAS will provide a near precision approach and would not be a cost to our Airport. Pilots would utilize a GPS, upgraded for WAAS for approaches. Larry Creakbaum from Mid States stated that obtaining a WAAS approach is a long process. This is new technology and there are only six (6) airports in the country certified for WAAS. Larry advised that it would require a 405 Survey. Larry also provided Tim Dalton with the FAA contact number to obtain the application and be placed on the list of applicants.

Transition Issues

Mark Hildebrandt opened the discussion for Sam Williamson, Rose Wagoner and Tim Dalton to discuss any transition issues. Tim Dalton thanked Sam Williamson and Rose Wagoner for their assistance with continuing to issue NOTAMS and contact for snow removal. Sam Williamson agreed to continue to issue the NOTAMS and contact for snow removal since it was not practical for Tim Dalton to do so while he is commuting. Tim Dalton stated that, once relocated, he would take over responsibility. There were no other issues discussed.

Airport Managers Comments

Tim Dalton thanked the Board for its assistance. Tim Dalton also thanked Jim Steinberger for allowing him access to his files to bring him up to speed regarding our Airport business.

Engineers Report

Larry Creakbaum reported for Mid States Engineering and introduced the Board to Luke Reynolds of Mid States Engineering who will serve as the Grant Administrator.

Capital Improvement Plan

Larry presented an updated CIP to the Board for review and signature.

- Pat McNary requested that the CIP be revised to reflect the name Logansport / Cass County to the extent possible. However, the Airport name is still Logansport Municipal Airport and would have to remain so until a formal name change is applied for. Jim Steinberger commented that the runway extension was given a low priority in the CIP and after a discussion with all the Board members and Larry Creakbaum, it was decided that the runway extension be moved to a higher priority. A discussion ensued regarding the priorities of the Board so that the runway extension can be accomplished quicker. Larry Creakbaum recommended that the Board proceed with the required land acquisition which would assist in the Runway Extension. He also recommended that the land required for easements to the east of the airport should be purchased outright and use easements to the west as required. He also recommended that Capital Bond Funds be used to purchase the land.
- Mark Hildebrandt asked about funding sources for the administrative building and Larry Creakbaum advised that the funding would come from the NPE and since those funds can be utilized it would free up Capital Bond Funds for land acquisition.
- Larry Creakbaum presented to the Board the Engineering Contract for signature for the apron reconstruction. This contract is for the fees to get the apron reconstruction project to bid status. The project timeline is to post bids in April, close and award bids in May, and begin construction in June. On a motion duly made by Jim Steinberger and seconded by Pat McNary, the Board voted unanimously to sign the contract with the name change of owners to Logansport / Cass County Airport Authority.

Old Business

Insurance – Property, Liability and Workers Comp in force.

Don Tribbett mentioned that the City of Logansport was still holding fire and casualty insurance and has requested permission to drop this coverage. Mark Hildebrandt advised that the Board has insurance in place and that the City of Logansport no longer needs to carry this insurance.

Hog Barn Status

The demolition of the hog barn was discussed with Larry Creakbaum regarding when and how we should proceed. Mark Hildebrandt recommended that the Board proceed with this demolition. Jim Steinberger will draft a spec sheet and obtain quotes. Don Tribbett will check the statutes for compliance before proceeding. The issue was then tabled until the next meeting.

Road Closure

This was discussed as part of the CIP priorities during the Engineers Report. The discussion centered on when this should be done and who should do this.

Fringe Zoning

Tabled.

Discuss Signage for Liability Protection

Pat McNarny agreed to discuss this issue with Tim Dalton.

New Business

Payables for Approval

Tim Dalton presented to the Board a list of Airport payables. Pat McNarny requested that a payment of Trustee's fee to the Salin Bank in the amount of \$500 be added. This brought the total payables to \$8,339.14. Tim Dalton noted that checks for Consolidated Union and Logansport Municipal Utilities had already been issued. On a motion duly made by Jim Steinberger and seconded by Tad Wilkinson, the Board voted unanimously to approve the payables.

Meeting Schedule

The next regular meeting of the Logansport / Cass County Airport Authority is scheduled for Wednesday, February 9th, 2005, at 5:30 PM, at the Airport.

THEREUPON, there being no further business to come before the meeting, on motion duly made, seconded, and unanimously carried, the meeting thereupon adjourned.

Secretary
Logansport Cass County Airport Authority

Approved:

President
Logansport Cass County Airport Authority