

**MINUTES OF THE MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)
BOARD OF DIRECTORS (“BOARD”)
HELD APRIL 6, 2005 at the LOGANSPORT CASS COUNTY AIRPORT (“Airport”)**

Attendance:

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

Guest: **Tim Dalton, Airport Manager**
 Don Tribbett, Airport Authority Attorney
 Rose Wagoner, Logansport Flying Service
 Steve Kovacs, 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. On a motion duly made by Tad Wilkinson and seconded by Pat McNarny, the Board voted unanimously to approve the agenda.

Approval of the Minutes

On a motion duly made by Paul Hipsher and seconded by Bob Barr, the Board voted unanimously to approve the minutes of the March 9 meeting.

Treasurer’s Report

Pat McNarny presented the Treasurer’s report as follows:

Capital Fund Account Balance (as of 3/31)	\$ 239,874.00
Certificate of Deposit (Salin Bank)	\$1,450,000.00
Operating Account Balance (as of 4/6)	\$ 111,984.63
Total Cash and Cash Equivalents	\$1,801,858.63

Pat McNarny asked if a detailed sheet of transactions could be included with the summary sheet and Tim Dalton agreed to provide the information.

Public Comment

Steve Kovacs of Mid-States Engineering introduced himself and commented on the Pre-Bid conference held prior to today’s Board meeting.

Approved 04/20/2005

President and Board Member Comments

Jim Steinberger presented the Board with a Conflict of Interest Disclosure Statement. Steinberger Construction Company will be bidding on the apron project. He also stated that he would abstain from discussion or voting related to the project.

FBO Report

Rose Wagoner attended the meeting to represent the FBO.

Air Traffic Report

Air traffic and fuel sales for the period of March 9, 2005 through April 6, 2005 were reported as follows:

136	Total movements
72	Logansport Flying Service
14	Jet aircraft
4	Helicopters
26	Transient piston aircraft
20	Local aircraft
1,284	gal. Av. Fuel
1,558	gal Jet Fuel

Rose Wagoner presented a letter from Logansport Flying Service Manager Sam Williamson. The letter stated that he has reconsidered his stance on decommissioning the NDB and recommended that it be maintained since he believes that it is an enhancement to the Airport. The Board asked that Tim Dalton continue to evaluate the use of the NDB, but take no further action on decommissioning the NDB. On a motion duly made by Pat McNarny and seconded by Bob Barr, the Board voted unanimously to suspend the decommissioning process.

Mark Hildebrandt asked about the traffic reports and requested to see the information so that the Board could see year over year information, specifically fuel sales. Tim Dalton discussed the chart that he has worked on and is formatting the data so that a year over year comparison could be made. However, since the information is not provided in a calendar month format, it would have to be normalized so that it could accurately portray the information. Tim Dalton asked Rose Wagoner if the information could be submitted based on a calendar month and she agreed to provide it that way.

Airport Managers Comments

Tim Dalton reported to the Board the calendar events for the month of April:

April 7 th	INSATS Conference at Purdue
April 20 th	Board Meeting w/ Mid-States Engineering Open Bids for Apron Project
April 21 st	AAI Quarterly Meeting (Frankfort Airport)
April 27 th	FAA Meeting w/ Greg Sweeny Chicago Airport District Office to be held at the Administration building at 1:30PM to discuss land acquisition and FAA participation in funding.

Mark Hildebrandt commented that starting in May that Airport business will be discussed on the 1st Wednesday and Engineering issues on the 3rd Wednesday. He also stressed the importance of the April 27th meeting. Bob Barr advised the Board that he has a conflict that day that he cannot reschedule. Bob Barr mentioned that the Grissom Air Museum will be taking delivery of an F-14 Tomcat on April 20th, but did not know when it was scheduled to arrive.

Approved 04/20/2005

Tim Dalton advised the Board that Chambers and Company has been retained to provide tax preparation services and to serve as an independent auditor for the Airport. He also noted that manual books would have to be maintained to comply with the State Board of Accounts. Pat McNary asked if the Board was required to file any tax information and Tim Dalton said he would check with Chambers.

Tim Dalton advised the Board that within the next few weeks that he is going to be sprucing up the Administration building interior. He said that he wanted to swap offices with the pilots lounge and move the weather/FSS equipment into the pilots lounge. Rose Wagoner said that the pilots would not like that since it would be disruptive. Tim Dalton agreed and will not move the weather/FSS equipment. He is planning on placing a display case along the south wall and putting up information related to the runway extension and terminal area, as well as, providing information regarding community business such as hotels, restaurants, etc.

Mark Hildebrandt stated the purpose of the April 27th meeting with Greg Sweeny was so the Board, with Mid States Engineering present, could determine what category of airport we want to be and learn what the land requirements for that category of Airport are, and how the FAA might participate in whatever land acquisition is necessary. He further stated that he wants the Board to approach these priorities in this order not let land acquisition requirements determine the category of airport we target to develop. After discussion, it was agreed that the LCCAA Board needs to determine what category of airport we target to develop for the long term economic benefit of this community prior to the meeting with Greg Sweeney.

Old Business

Capital Improvements – Hangar Feasibility, Utilities and Land Acquisition.

Tim Dalton stated that any presentation on this would be premature and would need to wait until after the meeting with Greg Sweeny. Tim Dalton mentioned that he has a meeting Friday, April 8th with County Engineer Jodi Coblenz to discuss closing CR50 E.

New Business

Additional Appropriations

Don Tribbett advised the Board that the adopted and approved budget was short \$42,100 needed to meet the debt service on the bond. He advised the Board that it would need to pass a resolution appropriating the additional \$42,100 for the 2005 budget. Don Tribbett stated that the levy includes the \$42,100 but it was not appropriated in the budget. He then read an e-mail from Paige Gregory of HJ Umbaugh which explained why this occurred and outlined the steps the Board would need to take which is to hold a public hearing and adopt the Resolution. Mark Hildebrandt asked Don Tribbett if what this basically means is that H.J. Umbaugh made an error either in determining when a bond interest payment was applied, or what the correct dollar amount for debt service should be for adoption of the 2005 budget when they outlined the 2005 budget as our advisor/consultant. Don Tribbett responded that he believed that was a fair analysis based on the information he has been provided. Don Tribbett provided Tim Dalton with the Notice to Taxpayers to be published. On a motion duly made by Paul Hipsher and seconded by Pat McNary, the Board voted unanimously to schedule a public hearing on May 4th 2005 and that it is appropriately advertised.

Payables for Approval

Tim Dalton presented to the Board a list of Airport payables totaling \$10,266.84. Jim Steinberger questioned if the Mid States invoice amount was 100% local or if Federal and State grant sharing would apply and asked Tim Dalton to verify the amount with Mark Shillington prior to payment. Tim Dalton also presented two (2) payables from the Capital Fund account for Leo Brown Construction in the amount of \$30,860.00 for removal of the hog building and to Deichman Excavating in the amount of \$47,150.43 which was approved at the March 9th meeting. Jim Steinberger asked Tim Dalton to provide a summary of budget vs. actual at the next Board meeting. On a motion duly made by Jim Steinberger and seconded by Tad Wilkinson, the Board voted unanimously to approve all payables except Mid States.

Approved 04/20/2005

Meeting Schedule

The next regular meeting of the Logansport / Cass County Airport Authority is scheduled for Wednesday, April 20, 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