

Approved 12/7/2005

**MINUTES OF THE MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)
BOARD OF DIRECTORS (“Board”)
HELD November 16, 2005 at the LOGANSPORT CASS COUNTY AIRPORT (“Airport”)**

Attendance:

Board Members: Mark Hildebrandt
 Tad Wilkinson
 Paul Hipsher
 Pat McNary
 Bob Barr

Dave Ingram was unable to attend

Guest: Tim Dalton – Airport Manager
 Don Tribbett – Airport Authority Attorney
 Don Manley – Butler, Fairman & Seufert (“BF&S”)
 Toby Steffen – BF&S
 Ralph Anderson – Cass County Council
 Dave Kitchell – Pharos-Tribune

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 Paul Hipsher and seconded by Tad Wilkinson, the Board voted unanimously to approve the agenda.

Approval of the Minutes

On a motion duly made by Bob Barr and seconded by Pat McNary, the Board voted unanimously to approve the minutes of the October 19 and October 26, 2005 meetings.

Public Comments

There were no public comments.

Engineer Report

Don Manley presented the General Service and Runway 09/27 Extension to 5001’ Design and Construction agreements to the Board for signatures. Don Manley discussed the Runway Extension Design and Construction agreement with the Board, specifically the scope and cost. He pointed out that the agreement has included two (2) items that are not normal to design projects. The first is for a 405 survey, which was required in the Environmental report and for a study on mitigating water leaving the Airport. He emphasized that the Airport is not causing drainage problems, but he said there may be some things that could be done to help out the Airport neighbors. He also mentioned that there is some cost for coordination with Cass County for improvements to local roads in the agreement. Don Manley also stated that the costs of the road improvements are FAA reimbursable items. Responsibility of the improvement project would be with the Cass County Highway Department, with BF&S coordinating on behalf of the LCCAA to ensure that the project remains FAA reimbursable. Don Manley also presented a project budget spreadsheet that detailed, by line item, the engineering cost for the extension in comparison to the

Approved 12/7/2005

previous engineer's budget. Overall, the engineering cost for the project is estimated to be approximately \$86,000 less than the previous engineer's estimate. The runway and taxiway would be considered one (1) prime contract so that it will reduce the overall cost of the project. Don Manley will bring to the next meeting a spreadsheet showing the total project cost to assist the LCCAA in its decision making process. On a motion duly made by Pat McNarny and seconded by Bob Barr, the Board voted unanimously to sign the General Services and Runway Extension to 5001' Design and Construction Agreements.

Don Manley mentioned that there might be a need for an inter-governmental agency agreement with the County for the road improvements. Ralph Anderson asked if the Cass County Council would be involved in the approval process of the project and Mark Hildebrandt stated that the Airports Engineering Consultant and Manager will discuss the intersection improvements with the Cass County Engineer. He further stated that he would think that the Cass County Engineer would take that information to the appropriate county governing board for approval.

Mark Hildebrandt also advised Don Manley that we have a few open projects with our previous Engineer and we might need some assistance in closing out those projects.

Old Business

Bob Barr asked about the status of the Patriot invoice. Tim Dalton advised that the check has been credited back to our account and sent back for proper endorsements.

Bob Barr also asked about the status of the Hunt invoice. Tim Dalton advised that the pay request has been submitted and stated that he has not had any conversation with Hunt Paving. Once the reimbursement is received we will then need to issue a check to Hunt Paving.

Salary Ordinance

Mark Hildebrandt discussed the need for a Salary Ordinance for the Airport Manager and a conversation he had with Paige Gregory of HJ Umbaugh. She advised that the State Board of Accounts does not require an ordinance but recommends it. Don Tribbett drafted a Salary Ordinance and presented it to the Board and noted it did not have a salary range as Mark Hildebrandt suggested. Mark Hildebrandt said that a salary range needs to be included before it is introduced and would like to have the revised ordinance prepared and introduced at the December 7, 2005 meeting.

Opening of Quotes

Tim Dalton presented two (2) quotes for the Equipment Garage project as follows:

Steinberger Construction	\$11,200.00
Leo Brown Construction	\$ 7,477.00

The project would enclose the west end of hangar #21, installing a 10'X10' garage door, service entrance and grading the floor and putting in a crushed stone base. Tim Dalton noted that specifications had been sent to Mark Anderson Construction and Cass Farm and Home but they did not respond. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to accept the proposal from Leo Brown Construction.

Tim Dalton presented the Board with three (3) quotes for the purchase a 4X4 Truck and plow as follows:

Quote #1		¾ Ton Extended Cab, Short Box, 4X4 Current Model Year
Dealer	Vehicle	Quoted Price
Mike Anderson Pontiac/Olds/GMC	2006 GMC Sierra 2500HD	\$25,764.48
Cass County Ford/Lincoln/Mercury	2006 Ford F-250	\$26,813.00
Offutt Motor Sales	No Quote	-----

Quote #2		¾ Ton Extended Cab, Short Box, 4X4 Previous Model Year
Dealer	Vehicle	Quoted Price
Mike Anderson Pontiac/Olds/GMC	No Quote	-----
Cass County Ford/Lincoln/Mercury	2001 F-250 XLT	\$18,574.00

Approved 12/7/2005

Offutt Motor Sales	No Quote	-----
--------------------	----------	-------

Quote #3 ¾ Ton Regular Cab, Short Box, 4X4 Current Model Year

Dealer	Vehicle	Quoted Price
Mike Anderson Pontiac/Olds/GMC	2006 GMC Sierra 2500HD	\$22,789.53
Cass County Ford/Lincoln/Mercury	2001 F-250 XLT	\$26,089.30
Offutt Motor Sales	No Quote	-----

Quote #4 ¾ Ton Regular Cab, Short Box, 4X4 Previous Model Year

Dealer	Vehicle	Quoted Price
Mike Anderson Pontiac/Olds/GMC	No Quote	-----
Cass County Ford/Lincoln/Mercury	No Quote	-----
Offutt Motor Sales	1998 GMC Sierra K2500	\$11,850.00

In addition the following quotes were received for a 7.5 Commercial Power Angle Plow, with mounting system and installation

Dealer	Plow Type	Quoted Price
Mike Anderson Pontiac/Olds/GMC	No Quote	-----
Cass County Ford/Lincoln/Mercury	Western Ultra, contractor grade	\$3,964.00
Offutt Motor Sales	Western Ultra, contractor grade	\$4,130.00

Paul Hipsher and Bob Barr stated that they felt the quote from Offutt Motor Sales represented the best value for the Airport currently. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to accept the proposal from Offutt Motor Sales subject to a mechanical inspection. On motion duly made by Paul Hipsher and seconded by Pat McNarry, the Board voted unanimously to accept the quote for a new plow from Offutt Motor Sales.

Payables for Approval

Tim Dalton presented to the Board a list of Airport payables totaling \$8,632.73. On a motion duly made by Paul Hipsher and seconded by Tad Wilkinson, the Board voted unanimously to approve all payables.

Airport Manager Comments

Tim Dalton advised the Board that the new weather system is up and running and the internet will be connected within the next week. This will be an improvement over the old DTN Ag product and will also allow pilots to check NOTAMS and file flight plans electronically.

Tim Dalton advised that satellite TV will be installed November 25 and we will purchase a new TV prior to that. This also will be an improvement for transient pilots who currently have access to three (3) fuzzy channels.

Tim Dalton suggested that we schedule another meeting with Greg Sweeny (FAA) and Jim Keefer (INDOT) over the winter once the Capital Development Plan is finalized.

Tim Dalton also commented that he felt that signing the Runway Extension to 5,001' agreement was a significant event for the Airport and the community. There has been little development that has occurred over the past 25 years and we now have an agreement for the design and construction of a 5,001' runway.

President and Board Member Comments

Paul Hipsher asked for an update on the Q&A project. Tim Dalton stated that he drafted responses and forward those to Don Tribbett for his comments. Tim Dalton also stated that he would like to see this involve our engineering consultants and encompass a complete public relations effort. Bob Barr asked that a deadline be set for this and Don Manley advised that it should be done after the Environmental Assessment finding.

Approved 12/7/2005

Pat McNarny asked on the status of the bathroom remodel and Tim Dalton advised that everything is done except painting and we need to make a decision on water. Tim Dalton advised that he had sent out specifications to three (3) companies and no responses were received. Mark Hildebrandt said that we need to have the water tested to ensure that the water is bacteria free. Tim Dalton will contact the companies for further information and report back to the Board.

Pat McNarny asked that the minutes of the October 19, 2005 meeting be amended as follows under Engineers Report, paragraph 1, last sentence to "Larry Creakbaum advised that he would send a letter to Hunt Paving stating that the Board will not approve payment until Hunt Paving agree to accept the reduced payment of \$71,500 in full and complete satisfaction of its contract with LCCAA." On a motion duly made by Pat McNarny and seconded by Paul Hipsher, the Board voted unanimously to make the change.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Wednesday, December 7, 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.