

Approved 03/15/2006

**MINUTES OF THE MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY ("LCCAA")
BOARD OF DIRECTORS ("Board")
HELD February 15, 2006 at the LOGANSPORT CASS COUNTY AIRPORT ("Airport")**

Attendance:

Board Members: Mark Hildebrandt
 Tad Wilkinson
 Paul Hipsher
 Bob Barr
 Dave Ingram

Pat McNarny was unable to attend

Guest: Tim Dalton – Airport Manager
 Toby Steffen – Butler, Fairman & Seufert
 Sam Williamson – Logansport Flying Service
 Rose Wagoner - Logansport Flying Service

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 Dave Ingram, the Board voted unanimously to approve the agenda.

Approval of Minutes

On a motion duly made by Paul Hipsher and seconded by Tad Wilkinson, the Board voted unanimously to approve the minutes of the December 21, 2005 meeting.

Public Comments

There were no public comments.

FBO / Air Traffic Report

Sam Williamson asked the Board how the FBO was performing its duties. Paul Hipsher commented that the door and window glass has build up and needs cleaned and that nail heads are exposed at the entrance of the 24 hour phone room. Mark Hildebrandt noted the cleanliness of the building.

Sam Williamson presented the air traffic and fuel sales for the month of January as follows:

136	Total Movements
130	Piston
6	Jet
1,104	gal. Av. fuel
1,097	gal jet fuel

Sam Williamson asked how traffic is to be counted and Tim Dalton reiterated that a take off counts as one movement and a landing counts as one movement.

Sam Williamson commented that the Ground Communications Outlet was a very good investment and he has used it frequently. Tim Dalton commented that the system is easy to use and can be activated by

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key-clicks or voice commands. He handed out an information sheet that is being distributed to all pilots and a demonstration of the system was provided.

Old Business

Tim Dalton advised the Board that Hunt Paving will be on-site Thursday to inspect the apron crack.

New Business

Treasurers Report

Tim Dalton presented the Treasurer's Report as follows ending 01/31/2006:

Debt Service Fund	\$ 61,962.57
Capital Fund	\$ 207,714.14
Certificate of Deposit (First Farmer's)	\$1,500,000.00
Operating Fund	\$ 125,547.55
Total Cash and Cash Equivalents	\$1,895,224.26

On a motion duly made by Bob Barr and seconded by Dave Ingram, the Board voted unanimously to approve, subject to audit, the Treasurer's Report.

Tim Dalton advised that we received the form 1782 Notice which certifies our 2006 budget as submitted.

Resolution No 2006-01

Paul Hipsher introduced Resolution No 2006-01, WHEREAS, the Logansport/Cass County Airport Authority finds that it is beneficial to utilize the financial software systems from a single vendor and, WHEREAS, Keystone Consulting Services, Inc. has provided financial software systems and updates to Indiana municipalities which contain procedures and produce forms that are required and approved by Indiana State Board of Accounts and Department of Local Government Finance (formerly State Board of Tax Commissioners): NOW THEREFORE BE IT RESOLVED that the Logansport/Cass County Airport Authority adopts Keystone Consulting Services, Inc. financial software systems and request that the Indiana State Board of Accounts approve all forms which have been previously submitted by the City of Seymour, September 2002 and any updates and revisions provided in the future for use by the Logansport / Cass County Airport Authority, Logansport, Cass County, Indiana. On a motion duly made by Paul Hipsher and seconded by Tad Wilkinson the Board voted unanimously to adopt Resolution No 2006-01 as read.

Aye 5 / Nay 0

INDOT Grant Award

Tim Dalton presented to the Board for consideration grant documents which are the multi-year funds for the apron project. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to authorize Mark Hildebrandt to sign the grant document.

2006 Capital Improvement Plan (CIP)

Toby Steffen presented to the Board the final copy of the 2006 CIP. Tim Dalton commented that he spent the day with Don Manley and Paul Shaffer and made adjustments from the previous version. On a motion duly made by Dave Ingram and seconded by Bob Barr, the Board voted unanimously to authorize Tim Dalton to sign and submit the CIP.

Mark Hildebrandt commented on an article he read regarding the Delaware County Airport and the adjacent Airpark which recently gained 700 jobs from Fannie Mae. He also commented that the location of our Airport and Industrial Park is positive for our community and we should look at that ways to market both of them together.

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Payables for Approval

Tim Dalton presented to the Board a list of Airport payables totaling \$31,351.03. On a motion duly made by Paul Hipsher and seconded by Tad Wilkinson, the Board voted unanimously to approve the payables as presented.

Airport Manager Comments

Tim Dalton commented again that he is pleased with the Ground Communications Outlet and he was surprised, and pleased that the President of Avtech was the one who came here and installed the system.

Tim Dalton informed the Board that the NDB was operational again and that it was scheduled for inspection next week.

Tim Dalton reminded the Board that there will only be one meeting next month, March 15th as discussed at the previous meeting.

Tim Dalton advised the Board that the payroll and asset programs are up and running and that in the next several weeks a complete inventory will be completed with all LCCAA assets being tagged.

President and Board Member Comments

Dave Ingram asked for an update on the Bird Study. Tim Dalton commented that a cooperative agreement has been sent to Waste Management for review and signature.

Dave Ingram also commented that he would like to see the services offered at the Airport marketed outside of the local area and commented on the possibility of an Industrial Airpark name to better promote the Industrial Park and Airport.

Paul Hipsher requested that the Board meet in executive session 15 minutes prior to the next meeting to discuss security related issues. Tim Dalton will take care of notices as required. He also commented that the building looked very good and thanked the FBO for their efforts of late to clean the building.

Mark Hildebrandt thanked Bob Barr and Tim Dalton for their work on purchasing the trailer, Paul Hipsher for security related matters and the FBO for the efforts made to clean the facilities. He then asked for everyone to think about possible signage that would be lighted and could be placed on the north side of the building that contains information for anyone arriving after hours.

Bob Barr thanked Tim Dalton for all the efforts in getting the accounting system, Ground Communications Outlet and work on moving the CIP along. He added that although that is why an Airport Manager was hired, he was very pleased with the progress occurring. Paul Hipsher added that had the LCCAA not hired Tim Dalton the Board would have to have done all this work and imagine how far the LCCAA would be behind.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Wednesday, March 15, 2006, 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.