

Approved 03/05/2008

**MINUTES OF THE MEETING OF THE  
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY ("LCCAA")  
BOARD OF DIRECTORS ("Board")  
HELD February 20, 2008 at the LOGANSPORT CASS COUNTY AIRPORT ("Airport")**

Attendance:

Board Members: Mark Hildebrandt  
Charles "Tad" Wilkinson  
Paul Hipsher  
Pat McNary  
Dave Ingram

Bob Barr was unable to attend.

Guests: Tim Dalton - Airport Manager  
Don Tribbett – LCCAA Legal Counsel  
Paul Shaffer – Butler, Fairman & Seufert ("BF&S")  
Toby Steffen – BF&S

**Call to Order**

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

**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 Minutes**

On a motion duly made by Paul Hipsher and seconded by Tad Wilkinson, the Board voted unanimously to approve the minutes of the February 6, 2008 meeting.

**Public Comments**

There were no public comments.

**New Business**

The Board received bids for the construction of the Operations Center. Four (4) bids were received as follows for the base bid and alternates #2 (undercut) and #3 (beacon relocation). An allowance was provided for alternate #1 (new septic field) in the amount of \$15,000 for all bidders.

<u>Company</u>	<u>Base Bid</u>	<u>Alternate #2</u>	<u>Alternate #3</u>
Michiana Contracting	\$1,391,776	\$4,000	\$8,000
Michael Kinder & Sons	\$1,375,000	\$6,500	\$9,990
Hamstra	\$1,379,072	\$2,300	\$20,000
Myers Construction Management	\$1,347,400	\$2,700	\$7,616

On a motion duly made by Tad Wilkinson and seconded by Dave Ingram, the Board voted unanimously to take the bids under advisement.

Tim Dalton presented the Treasurer's Report as follows ending 12/31/2007:

Debt Service Fund	\$ 81,712.90
Capital Fund	\$1,308,211.95

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Operating Fund	\$ 535,316.68
Total Cash and Cash Equivalents	\$1,925,241.53

On a motion duly made by Tad Wilkinson and seconded by Pat McNary, the Board voted unanimously to approve, subject to audit, the Treasurer's Report.

Tim Dalton presented a list of appropriation transfers that will balance out all appropriation accounts for 2007. On a motion duly made by Tad Wilkinson and seconded by Pat McNary, the Board voted unanimously to approve the appropriation transfers and presented.

Tim Dalton presented to the Board a list of Airport payables totaling \$79,363.91. On a motion duly made by Paul Hipsher and seconded by Dave Ingram, the Board voted unanimously to approve the payables as presented.

Tim Dalton presented the Board with Resolution No. 2008-01 a "Resolution to Establish Rainy Day Fund". The resolution was read aloud by Paul Hipsher. On a motion duly made by Paul Hipsher and seconded by Tad Wilkinson, the Board voted unanimously to adopt Resolution No. 2008-01.

### **Airport Manager Report**

Tim Dalton reported that an inspection of the t-hangars is scheduled for Thursday and occupancy should occur by the first of the week. He further commented that he appreciated the work by Steinberger Construction as they worked through cold, snow, rain and wind. He also stated that the project has been completed 20 days ahead of schedule and under budget.

Tim Dalton presented the traffic and fuel sales report for January 2008 as follows:

115	Total Movements
79	Piston
26	Jet
10	Helicopters
419	Gals. AvFuel
894	Gals. Jet Fuel

### **Engineers Report**

Paul Shaffer stated that he was pleased with the bids received for the Ops Center. He commented to the Board that he anticipates significantly more change orders with this project compared to the t-hangar project. He also stated that the fuel pump relocation and LMU cost are not included in the bid. He then discussed the traffic and emergency access to the airfield. He provided layouts showing how various vehicles would travel in and out of the airport. Development of an Emergency Preparedness Plan was discussed and he estimated that it would cost \$4,000 for BF&S to prepare. Mark Hildebrandt asked him to bring to the next meeting a proposal for this service.

### **President and Board Member Comments**

There were no comments.

### **Meeting Schedule**

The next regular meeting of the LCCAA is scheduled for Wednesday, March 5, 2008, 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.