

Approved 09/17/2008

**MINUTES OF THE MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY ("LCCAA")
BOARD OF DIRECTORS ("Board")
HELD September 3, 2008 at the LOGANSPORT CASS COUNTY AIRPORT ("Airport")**

Attendance:

Board Members: Mark Hildebrandt
 Pat McNary
 Bob Barr
 Dave Ingram
 Steve Plank

Tad Wilkinson was unable to attend.

Guests: Tim Dalton, Airport Manager
 Don Tribbett, 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, President.

Approval of Agenda

The meeting agenda was distributed for review. On a motion duly made by Pat McNary and seconded by Dave Ingram, the Board voted unanimously to approve the agenda.

Approval of Minutes

On a motion duly made by Pat McNary and seconded by Dave Ingram, the Board voted unanimously to approve the minutes of the August 20, 2008 meeting.

Public Comments

There were no public comments.

Old Business

Don Tribbett informed the Board that he has reviewed the franchise agreement with Comcast and stated that there are no provisions for them to provide service to the airport. He stated that Tim Dalton could contact them to determine the cost to bring those services out to the airport however it would more than likely cost prohibitive.

New Business

Pat McNary stated that during the audit it was recommended that a fidelity bond be secured to cover the Board of Directors and Airport Manager. He further stated that it was not a requirement, but felt that it would be worthwhile to obtain. Pat McNary presented a policy and quote of \$580 annually for the policy. On a motion duly made by Pat McNary and seconded by Dave Ingram, the Board voted unanimously to secure the policy.

Bob Barr asked about the audit and Tim Dalton stated that the audit is ongoing and is not anticipated to be completed until early next week. It is a complete examination of our financials and records. Upon completion there will be an exit conference with Tim Dalton and Pat McNary.

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Tim Dalton presented to the Board a list of Airport payables totaling \$18,259.92. On a motion duly made by Bob Barr and seconded by Steve Plank, the Board voted unanimously to approve the payables as presented.

Airport Managers Report

Tim Dalton presented FAA grant AIP 3-18-0051-14 which is the remaining portion of our Non-Primary Entitlement funds. On a motion duly made by Pat McNary and seconded by Dave Ingram, the Board voted unanimously to accept and sign the grant offer.

The pay request to obtain the AIP 3-18-0051-14 grants funds was also presented and signed by Tim Dalton.

Tim Dalton advised the Board that rooms have been booked for the AAI conference. Dave Ingram advised that he would not be attending. Mark Hildebrandt and Steve Plank will let Tim Dalton know prior to the deadline of their needs.

Tim Dalton stated that construction continues to move along. By the end of the week interior wall framing will be completed, stairwells are being installed and next week window frames will be made. He further stated that by the first of October the exterior as well as paving will be completed.

Engineers Report

Quotes to have the area under the canopy and the garage door entrance in concrete versus asphalt were presented to the Board for consideration. The total cost for this change would be \$4,524 and would still keep a net reduction in the overall project. On a motion duly made by Bob Barr and seconded by Dave Ingram, the Board voted unanimously to have the contractor to proceed with the change.

Paul Shaffer presented Progress Estimate #4 in the amount of \$96,176.97. On a motion duly made by Pat McNary and seconded by Bob Barr, the Board voted unanimously to approve the estimate as presented.

Paul Shaffer stated that it is time to submit the airports DBE goals for 2009. On a motion duly made by Pat McNary and seconded by Steve Plank, the Board voted unanimously to authorize BF&S to submit and Tim Dalton to sign the 2009 DBE goals.

President and Board Member Comments

Pat McNary commented that the state examiner would like to see the Board Members sign a conflict of interest and have on file.

Mark Hildebrandt thanked Pat McNary for meeting with the state examiner and Tim Dalton.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Wednesday, September 17, 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.