

**MINUTES OF THE MEETING OF THE  
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)  
BOARD OF DIRECTORS (“Board”)  
HELD January 11, 2011 at the LOGANSPORT CASS COUNTY AIRPORT (“Airport”)**

Attendance:

Board Members:       Mark Hildebrandt  
                              Tad Wilkinson  
                              Bob Barr  
                              Pat McNary  
                              Steve Plank

Dave Ingram was unable to attend.

Guests:                 Tim Dalton, Airport Manager  
                              Don Tribbett, Legal Council  
                              Paul Shafer, Butler, Fairman & Seufert (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 Steve Plank and seconded by Tad Wilkinson, the Board voted unanimously to approve the agenda.

**Approval of Minutes**

On a motion duly made by Tad Wilkinson and seconded by Steve Plank, the Board voted unanimously to approve the minutes of the December 14, 2010 meeting.

**Old Business**

The Personnel Committee presented a revised PTO Policy for Board consideration. The revised policy incorporates changes suggested by Don Tribbett. On a motion duly made by Bob Barr and seconded by Pat McNary, the Board voted unanimously to adopt the PTO Policy.

The Personnel Committee then discussed providing flight training for the manager and reviewed a scope and background document which summarized the basis and need for the training. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to approve the document. Bob Barr stated that he would have the financial recommendation at the next Board meeting.

**New Business**

Tim Dalton presented to the Board a list of Airport payables totaling \$83,412.57. The January docket was reviewed by Tad Wilkinson. On a motion duly made by Tad Wilkinson and seconded by Steve Plank, the Board voted unanimously to approve the payables as presented.

Tim Dalton presented the November 2010 Financial Report. The cash balance on hand as of November 30, 2010 was \$803,161.69.

**Engineers Report**

Paul Shaffer reviewed the 2011 Capital Improvement Plan (CIP) that would need to be submitted to INDOT and FAA and list the airport priorities over the next five (5) years. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to approve the CIP.

Paul Shaffer presented project plans for the sewer project for the Board to review. Once the easement is secured construction can begin. He also stated that a meeting with the affected property owner will be set up in the next few weeks. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to approve the project plans.

### **Airport Managers Report**

Tim Dalton presented the Operations report for December as follows;

100LL 2,422                      Jet-A 158

Tim Dalton stated that considering the December weather he was very pleased with the fuel sales for the month. He also reported that the year finished with fuel sales up 224% over 2009 and that the trend is continuing into 2011.

Aircraft rental hours for the month totaled 1.4 hours.

Tim Dalton reported that he had received the information from INDOT regarding placing a street light at the corner of CR 400S and SR29. The airport would need to submit plans and apply for a permit and once the permit is obtained from INDOT the light can be installed. He also stated that he would like to light the fuel dispensers for after hour's users. Paul Shaffer stated that a light can be placed at the dispensers; however it would have to be air spaced by the FAA since it would be in the airports primary surface. On a motion duly made by Bob Barr and seconded by Pat McNary the Board voted unanimously to authorize BF&S to submit the air space study, and to provide costing on the intersection lighting plan.

Tim Dalton reported that JH Saylor is now providing vending supplies to the airport.

Tim Dalton reported that the Chili Day was a success and the turnout was very good. Mark Hildebrandt stated that in the future the cost should be covered by the airport. On a motion duly made by Pat McNary and seconded by Bob Barr, the Board voted unanimously to pay for future events.

Tim Dalton reported that he had spoke with Jeff Smith from the Cass County Highway Department and if we obtain signs to place along 400S, the county would install them for us.

Tim Dalton said he would be attending the AAI legislative day on January 27<sup>th</sup> and that both of our legislators had been invited.

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

There were no comments.

### **Meeting Schedule**

The next regular meeting of the LCCAA is scheduled for Tuesday, February 8, 2011 at 7:00 AM, at the airport's Terminal Operations Center.

THEREUPON, there being no further business to come before the meeting, on motion duly made, seconded, and unanimously carried, the meeting thereupon adjourned.

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Presiding Officer

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Secretary