

**MINUTES OF THE SPECIAL MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)
BOARD OF DIRECTORS (“Board”)
HELD August 14, 2012 at the LOGANSPORT CASS COUNTY AIRPORT (“Airport”)**

Attendance:

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

Guests: Tim Dalton, Airport Manager
 Paul Shaffer, Butler, Fairman and Seufert (“BF&S”)
 Don Tribbett, Legal Counsel
 Sean White – Aloft Strategies
 Rusty Deichman – Deichman Excavating

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 July 10, 2012 meeting.

Old Business

Paul Shaffer reviewed the bids for the sewer project and reported that Deichman Excavating submitted the lowest bid in the amount of 160,994.55. On a motion duly made by Dave Ingram and seconded by Tad Wilkinson the Board voted unanimously to accept the bid, issue the Notice to Proceed and sign the construction contract as presented.

Sean White of Aloft Strategies made a presentation and answered questions relating to marketing services for the airport. Following the presentation the Board asked for additional proposals and Dave Ingram stated that he would contact another firm.

New Business

The Personnel Committee reported on progress related to updating employee job descriptions and responsibilities.

Tim Dalton presented to the Board a list of Airport payables totaling \$105,355.14. On a motion duly made by Dave Ingram and seconded by Bob Barr, the Board voted unanimously to approve the payables as presented.

Tim Dalton presented the June 30, 2012 financial reports. Tim Dalton reported on the available funds for t-hangar construction and requested authorization to bid the project. On a motion duly made by Dave Ingram and seconded by Bob Barr the Board unanimously authorized bidding the project.

Engineers Report

Paul Shaffer reported that the next step in the utility project would be to schedule the pre construction meeting and issue the Notice to Proceed. He stated that the project time is approximately 8 weeks to finish.

Paul Shaffer presented a professional services contract for construction observation and inspection on the sewer project. On a motion duly made by Bob Barr and seconded by Steve Plank the Board unanimously sign the agreement.

Airport Managers Report

Tim Dalton presented the mock ups of sign designs from A Sign by Design for the airport. He stated that due to the cost he recommended that the electronic message board be removed from consideration. After discussion the Board agreed and asked for new proposals excluding the message board option.

Tim Dalton presented the Operations report for June as follows;

100LL	2,261	Jet-A	528
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Aircraft rental hours for July totaled 9.5 hours.

President and Board Member Comments

There were no comments.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Tuesday, September 11, 2012 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.