

**MINUTES OF THE REGULAR MEETING OF THE  
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)  
BOARD OF DIRECTORS (“Board”)  
HELD December 11, 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”)  
                              Connie Neining, Cass Logansport Economic Development  
                              Organization (“CLEDO”)

**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 Bob Barr, the Board voted unanimously to approve the agenda.

**Approval of Minutes**

On a motion duly made by Steve Plank and seconded by Bob Barr, the Board voted unanimously to approve the minutes of the November 13, 2012 meeting.

**Public Comments**

Pat McNary introduced Connie Neining, the new President of CLEDO to the Board.

**Old Business**

Tim Dalton reported that the necessary permits have been obtained for the sign project. At this point he is working with LMU to get the required power to the sign location.

**New Business**

Tim Dalton provided a presentation to the Board on the activities and economic impact the airport has on the local community and economy. The presentation will be used in the airports outreach efforts and will be given to local elected officials, business leaders and other groups.

Tim Dalton presented to the Board a list of Airport payables totaling \$162,182.67. On a motion duly made by Bob Barr and seconded by Tad Wilkinson, the Board voted unanimously to approve the payables as presented.

Tim Dalton presented the October 31, 2012 financial reports.

## **Engineers Report**

Paul Shaffer reported that the utility project is almost complete and that the contracting will be cutting over to the new sewer line today.

Paul Shaffer presented Progress Estimate #1 in the amount of \$27,009 for work to date on the t-hangar project. He stated that the contractor should have all piers and foundations completed this week. On a motion duly made by Bob Barr and seconded by Steve Plank, the Board voted unanimously to approve and the Progress Estimate.

Paul Shaffer presented the AIP Additional Services Agreement for board approval and signature. On a motion duly made by Dave Ingram and seconded by Tad Wilkinson the board voted unanimously to approve and sign the agreement.

Paul Shaffer presented the 2013 Capital Improvement Plan ("CIP") for approval and signature. The CIP is the annual report to FAA and INDOT listing the airports requested projects. On a motion duly made by Tad Wilkinson and seconded by Bob Barr, the Board voted unanimously to approve and sign the CIP.

## **Airport Managers Report**

Tim Dalton presented the Operations report for November as follows;

100LL 2,233                      Jet-A 2,007

Tim Dalton reported strong jet activity and fuel sales for November are keeping pace with the previous two (2) months.

Tim Dalton requested authorization to join the National Business Aircraft Association ("NBAA") as part of the airports marketing efforts. By joining NBAA, he stated that it would allow the airport to access the business aviation community in a more direct manner. The annual membership cost is approximately \$495. On a motion duly made by Dave Ingram and seconded by Tad Wilkinson, the Board voted unanimously to approve the request.

Tim Dalton reminded the Board that Friday, December 21<sup>st</sup> is the 3<sup>rd</sup> Annual Chili Day. The event will run from 11:30 to 6:00pm. Approximately 103 invitations have been sent for this year's event. On a motion duly made by Pat McNary and seconded by Dave Ingram, the Board voted unanimously to approve \$250 for purchase of food for the event.

## **President and Board Member Comments**

There were no comments.

## **Meeting Schedule**

The next regular meeting of the LCCAA is scheduled for Tuesday, January 8, 2013 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.