

**MINUTES OF THE REGULAR MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCCAA”)
BOARD OF DIRECTORS (“Board”)
HELD Tuesday, November 17, 2015 at the LOGANSPORT CASS COUNTY AIRPORT (“Airport”)**

Attendance:

Board Members: Mark Hildebrandt
 Tad Wilkinson
 Pat McNarny
 Steve Plank
 Dave Brumett

Bob Barr was unable to attend.

Guests: Tim Dalton, Airport Manager
 Brian Elsenbroek, Butler, Fairman & Seufert (“BF&S”)
 Don Tribbett, Legal Counsel

Call to Order

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

Approval of Agenda

On a motion duly made by Steve Plank and seconded by Pat McNarny, the Board voted unanimously to approve the agenda.

Approval of Minutes

On a motion duly made by Steve Plank and seconded by Pat McNarny, the Board voted unanimously to approve the minutes as presented.

Public Comments

There were no public comments.

Old Business

There was no Old Business.

New Business

Tim Dalton reported that over the last two staff meetings he had tasked airport staff with looking at ideas to improve sales, service and hangar rental. Of about thirty ideas discussed a few were identified as high priority. Tim Dalton stated that getting the local schools involved and that discussion around holding an Aviation Career Day was rated that highest. He reported that he was meeting with local school administrators and that further details would be forthcoming. He also stated that having the Civil Air Patrol identify GGP as an approved site could lead to quarterly and annual training events at GGP and that a letter had already been sent to the correct personnel. He concluded with the need to add a “aircraft service” cabinet at the dispensers was also identified. The cabinet would contain windscreen cleaner, hand cleaner, etc. It could also be used to let pilots know of after hours contact information.

Tim Dalton presented the monthly Financial Reports. On a motion duly made by Steve Plank and seconded by Tad Wilkinson, the Board voted unanimously to approve the reports as presented.

Tim Dalton presented the payables for approval. On a motion duly made by Steve Plank and seconded by Tad Wilkinson the Board voted unanimously to approve the payables as presented.

Engineers Report

Brian Eisenbroek discussed progress to date on the fencing project. On a motion duly made by Tad Wilkinson and seconded by Pat McNarny, the Board voted unanimously to approve and sign Progress Estimate No. 1. In addition, on a motion duly made by Steve Plank and seconded by Dave Brumett, the Board voted unanimously to sign and submit to FAA Pay Request No. 1 in the amount of \$244,056.22.

Brian Eisenbroek stated that based on discussions with FAA that they would like to see the remaining portion of the project broken down into three separate grant application. Application No.1 would finish fence construction only, Application No.2 would be for land reimbursement only and Application No.3 would be for the complete project. On a motion duly made by Tad Wilkinson and seconded by Pat McNarny, the Board voted unanimously to approve and sign the three grant applications.

Airport Managers Report

Tim Dalton reminded the Board that the 6th Annual Chili Day is set for Friday, December 18, 2015 and that invitations will be going out this week.

Tim Dalton reported that fuel sales for October were 683.27 gallons of 100LL and 717.99 gallons of Jet-A. He also reported that N43788 was rented for 11.6 hours in October.

President and Board Member Comments

Steve Plank asked that the Personnel Committee meet on Thursday, December 3, 2015.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Tuesday, December 15, 2015 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.

Presiding Officer

Secretary