

DeKalb County Board of Aviation Commissioners Monthly Meeting

10/21/2005

Immediately after Executive Session at 12:30 PM

DeKalb County Airport, Terminal Building, Conference Room

Meeting called by:	Jim Mason	Type of meeting:	Regularly Scheduled Monthly
Facilitator:	Jim Mason	Note taker:	George Wappes
Timekeeper:	Jeff Turner		

Attendees: George Wappes, Jim Mason, Jeff Turner, Brad Stump, Phil Rader, Russ Couchman, Paul Shaffer, Todd McCutchan.

Please read:

Please bring: Board members bring their information binder.

Agenda

1.0 Secretary	Wappes	5
2.0 Treasurer	Stump	10
3.0 Zoning	Stump	10
4.0 Fixed Based Operator	McCutchan	15
5.0 Maintenance Project Manager	Wappes	15
6.0 Airport Manager	Couchman	25
7.0 Airport Engineer	Shaffer	15
8.0 BOAC Member	Rader	5
9.0 President	Mason	5
	Total Meeting Time	1 Hour 45 minutes

Additional Information

Observers:

Resource persons:

Special notes:

1.0 Secretary			Wappes			5		
1.1 Previous Minutes Approval								
1.2 Public Relations –								
1.3 Property Management								
•								
Action items:						Person responsible:		Deadline:
2.0 Treasurer			Stump			10		
2.1 Claims								
• Claims Docket –								
2.2 Budget								
• Bond sale was successful, closing will be 10/27/05, funds available are expected to be \$1,861,595.63.								
• Several accounts are currently negative, County Council will be petitioned and money will be transferred between accounts.								
2.3 T-Hangars and Tenant Accounts								
• 1 Empty hangar, expect to lease later this month however.								
2.4 Misc -								
Action items:						Person responsible:		Deadline:
3.0 Zoning			Stump			10		
3.1 – Zoning request: Rhinehart Development Corp. – To amend a previously granted Development Plan to add a 19,040 square foot storage building, located in the NW Quarter of Section 29, Spencer Township, approximately 2087 feet east of CR 51, on the North side of CR 68, containing 103.763 acres more or less, Approach Surface, Height limited to 75’ unless a variance is first granted.								
3.2 – Zoning request: Joseph A. & Dena M. Bradburn – A two-lot residential Subdivision of Land to be known as “Fox Ridge” located in the NW Quarter of Section 15, Jackson Township, South side of CR 56, approximately 1568 feet east of CR 35, containing 5.50 acres more or less, Conical Surface, Height limited to 75’ unless a variance is first granted.								
Action items:						Person responsible:		Deadline:
4.0 Fixed Based Operator Report			McCutchan			15		
4.1 Monthly Activity Report:								
Aircraft activity								
Rental car activity								
Fuel sales – report needed on effects of last year’s decision to lower prices on 100LL and to drop BOAC fuel surcharge, McCutchan promised to produce a graph of month by month fuel sales.								
4.2 Operating issues:								
Flight school								
Avionics shop update regarding satellite								
Shell signage update, permits?								
• Action items:						Person responsible:		Deadline:

5.0 Maintenance Project Manager	Wappes	15
<p>The following areas are to be reported from Gene's monthly log</p>		
6.1 Airport lighting – .Replaced several RWY/Taxiway lights.		
6.2 Fuel Farm –.		
6.3 Pavement – Usual bumps noted, fuel access road has erosion on west side.		
6.4 T-Hangar / Hangar – Door fell off hinges in B-building.		
6.5 Terminal/Maintenance Hangar Cleaning - Hangar floor is looking better but not good enough yet, may take some time.		
6.6 Plowing - Not yet, but wait...		
6.7 Mowing and ground maintenance- Mowing has begun to slow down dramatically, we may only have one more mow this season.		
6.8 Security – Fixed several fence and gate issues this month.		
6.9 Misc.- Both Powell and Couchman spent much time this month researching equipment and analyzing the pieces that would fit the Airport's needs the best. All equipment is now ordered.		
Action items:	Person responsible:	Deadline:
Break: Time set by facilitator.		
6.0 Airport Manager	Couchman	25
<ul style="list-style-type: none"> • Hunting issue update. • Dollier Property update. • Equipment purchase update. • Sign INDOT grant. 		
Action items:	Person responsible:	Deadline:
Conclusions:		
7.0 Consultant/Engineer	Shaffer	30
Discussion:		
7.1 Approve final payment to Land on sewer.		
7.2 Approve partial payment to MKS.		
7.3 Present draft of Maintenance Hangar design and construction agreement with BF&S for Board review.		
7.4 Update on when we might expect NPE money.		
Action items:	Person responsible:	Deadline:
8.0 Presidents Report		5

8.1 Miscellaneous-

Conclusions:

Action items:

Person responsible:

Deadline:

Additional Information

Observers:

Resource persons:

Special notes:

**Next Meeting November 18, 2005 Immediately following Executive meeting
at 12:30 PM at Board Conference Room**