

DeKalb County Board of Aviation Commissioners Monthly Meeting

7/21/2006

DeKalb County Airport,
Terminal Building,
Conference Room at 1:00 PM

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

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| 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:

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| 1.0 Secretary | Wappes | 5 |
| 1.1 Previous Minutes Approval | | |
| 1.2 Public Relations – Prop Wash | | |
| 1.3 Property Management – Update on Coffey residence (Couchman) | | |
| Action items: | Person responsible: | Deadline: |
| 2.0 Treasurer | Stump | 10 |
| 2.1 Claims | | |
| <ul style="list-style-type: none"> Claims Docket | | |
| 2.2 Budget - None | | |
| 2.3 T-Hangars and Tenant Accounts- None | | |
| 2.4 Misc - None | | |
| Action items: | Person responsible: | Deadline: |
| 3.0 Zoning | Stump | 10 |
| <p>3.1 Ted V. Hansen, A one-lot residential Subdivision of Land to be known as “concord Place,” located in the NE Quarter of Section 15, Concord Township, approximately 2260.00 ft South of intersection CR 56, and SR 1, West side of SR 1, containing 6.47 acres, more or less. This development lies within the Approach Slope Surface of the DeKalb County Airport and are subject to certain limitations and restrictions as set out and specified in the “DeKalb County Airport Zoning Ordinance”. The maximum allowable height for any building, structure or tree in this development is limited to 75 feet above ground level unless a variance is first obtained from the DeKalb County Board of Aviation Commissioners.</p> | | |
| Action items: | | |
| Person responsible: | Deadline: | |
| 4.0 Fixed Based Operator Report | McCutchan | 15 |
| 4.1 Monthly Activity Report: | | |
| Victory Aviation presentation | | |
| Aircraft activity | | |
| Rental car activity | | |
| Fuel sales | | |
| 4.2 Operating issues: | | |
| <ul style="list-style-type: none"> Action items: | | |
| Person responsible: | Deadline: | |
| 5.0 Maintenance Project Manager | Wappes | 15 |
| The following areas are to be reported from Gene’s monthly log | | |
| 6.1 Airport lighting – Usual replacement of bulbs on Taxi/Runway lights and windsock. | | |
| 6.2 Fuel Farm – No update. | | |
| 6.3 Pavement – Have one quote, have not had the opportunity to get others yet. | | |

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| 6.4 T-hangars – No update. | | |
| 6.5 Terminal/Maintenance Hangar Cleaning – Hangar looks better now than it has in years, victory staff did a wonderful job. | | |
| 6.6 Plowing - No update. | | |
| 6.7 Mowing and ground maintenance- Have had just enough rain to keep the grass growing, Bob has been doing most of the mowing with Gene picking up the rough cut with the Bobcat and some of the finish mowing. | | |
| 6.8 Security – No update. | | |
| 6.9 Misc.- Gene has been spending most of his time fine tuning and maintaining equipment this year. This is all new and a learning experience. We want to be very careful that we maintain every piece just as the manufacturer suggests. Gene rehabilitated a large sprayer that we learned was ours but was in the large hangar. Replaced filters on rooftop HVAC units, had Shambaugh clean the coils. Have been chasing a lot of deer and geese this season. | | |
| Action items: | Person responsible: | Deadline: |
| Break: Time set by facilitator. | | |

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| 6.0 Airport Manager | Couchman | 25 |
| <ul style="list-style-type: none"> • Hoosier Warbirds proposal and update on Ivy Tech. • Update on Minimum Standards, Rules and Regs and RFP process. • Airport Friction meter update. • Update on VAA 37. | | |
| Action items: | Person responsible: | Deadline: |
| Conclusions: | | |

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| 7.0 Consultant/Engineer | Shaffer | 30 |
| Discussion: | | |
| 7.1 See BF&S update | | |
| Action items: | Person responsible: | Deadline: |

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| 8.0 Presidents Report | 5 |
| 8.1 Miscellaneous- | |
| Conclusions: | |
| Action items: | Person responsible: Deadline: |

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| Additional Information | |
| Observers: | |
| Resource persons: | |
| Special notes: | Next Meeting August 18, 2006 at 1:00 PM in Board Conference Room |