

DeKalb County Board of Aviation Commissioners Monthly Meeting

8/18/2006

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

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 – Prop Wash		
1.3 Property Management – Coffey house update		
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 Joel & Kassy Davis, A one-lot residential Simple Division of Land to be known as “Davis Acres” located in the SE Quarter of Section 17, Concord Township, on the North side of CR 60 approximately 1200 ft West of CR 55, containing 9.00 acres, more or less. The certified survey of the above referenced proposed restrictions has been examined and the specific restriction conforms to the provision of the DeKalb County Airport Zoning Ordinance, except as follows: This development lies within the Approach Zone of the DeKalb County Airport and is 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> <p>3.2 Southwest Development, LLC, Bunker Farms, LLC, A forty-seven lot Subdivision of Land to be known as “Amended American Heritage Village Section I” located in the NW Quarter of Section 12, Keyser Township, on the North side of CR 11A approximately 1200 ft West of CR 17, containing 318.64 acres, more or less. The certified survey of the above referenced proposed restrictions has been examined and the specific restriction conforms to the provision of the DeKalb County Airport Zoning Ordinance, except as follows: This development lies within the Conical and Horizontal Zone of the DeKalb County Airport and is subject to certain limitation 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		

5.1 Airport lighting – Usual replacement of bulbs on Taxi/Runway lights and windsock.

5.2 Fuel Farm – Wasps have been an issue again this year, have sprayed this area several times.

5.3 Pavement – Only one company can route as we require, their quote was less than we expected but we will still need to ask for an additional appropriation to cover the work.

5.4 T-hangars – Wasp issues here as well.

5.5 Terminal/Maintenance Hangar Cleaning – Hangar looks better now than it has in years, victory staff did a wonderful job.

5.6 Plowing - No update.

5.7 Mowing and ground maintenance- With all the rain we have had mowing continues to be a challenge. Mowed the outer marker, Wallace farm and cut a trail through the woods to the old pond. Need to spray for weeds again.

5.8 Security – Fence is down for construction, have chased some kids out of the area.

5.9 Misc.- Gene continues to spend time maintaining equipment. We had the rooftop HVAC units services for the first time since 1996. Fixed well issue at A-hangar. Gene has been studying the plans and watching construction activities very closely. Worked on M-B Broom upgrades per their instructions.

Action items:

Person responsible:

Deadline:

Break: Time set by facilitator.

6.0 Airport Manager

Couchman

25

- Discussion and Vote on Jim McCanna as Airport Attorney.
- Update on Minimum Standards, Rules and Regs and RFP process.
- AAI Annual Meeting discussion and head count on who will attend.
- Misty Gerardot request for air duct cleaning on 6202 CR 27

Action items:

Person responsible:

Deadline:

Conclusions:

7.0 Consultant/Engineer

Shaffer

30

Discussion:

7.1 See BF&S update

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 September 15, 2006 at 1:00 PM in Board Conference Room