

DeKalb County Board of Aviation Commissioners Monthly Meeting

3/21/2007

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, Jim McCanna, Russ Couchman, Paul Shaffer, Steve McMurray.
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	McMurray	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 – PropWash		
1.3 Property Management –		
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-		
2.4 Misc. –		
Action items:	Person responsible:	Deadline:
3.0 Zoning	Stump	10
<p>Ruth M. Liechty - A four-lot residential Subdivision of Land to be known as “Liechty Acres” located in the SE Quarter of Section 12, Keyser Township and the NE Quarter of Section 13, Butler Township, on the South side of CR 56, containing 19.348 acres, more or less. The certified survey of the above referenced proposed restrictions has been examined and the specific restriction conforms to the provisions of the DeKalb County Airport Zoning Ordinance, except as described as follows. This development lies within the Horizontal Surface 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. This development also lies within the Noise Sensitive Area and the Non-Remonstrance Area. The standard “Waiver of Claims and Compensation by Landowner Within Airport Area” and “Non-Remonstrance Agreement for New Residence Within Airport Vicinity” shall be executed and recorded before the issuance of any Improvement Location Permit.</p>		
Action items:	Person responsible:	Deadline:
4.0 Fixed Based Operator Report	McMurray	15
4.1 Monthly Activity Report: Victory Aviation presentation		
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>		
<p>5.1 Airport lighting – Usual replacement of bulbs on Taxi/Runway lights and windsock. Multiple frangible bases were damaged during snow removal operations this year. We ordered the parts to repair along with a case of bulbs.</p>		
<p>5.2 Fuel Farm – Drainage from the secondary containment area froze blocking underground tile thereby creating ponding that needed to be pumped out daily during the great meltdown of 2007.</p>		
<p>5.3 Pavement – Newest PCI report received, complete update with Airport Manager Report.</p>		
<p>5.4 T-hangars – Multiple doors on the B, C and D rows needed to be raised due to ice and ground heaving.</p>		
<p>5.5 Terminal/Maintenance Hangar Cleaning – We need to start looking at floor cleaners. We can’t afford to allow the floor in the new hangar to be neglected and end up like the floor in the existing maintenance hangar.</p>		
<p>5.6 Plowing – Between Gene Powell, Bob Battig and Couchman working in separate pieces of equipment, snow removal went extremely smoothly this season, even during the heaviest snows. We have begun to service equipment in preparation for off-season storage.</p>		
<p>5.7 Mowing and ground maintenance- We plan on minimal fertilizing around the Terminal this year beginning late March, early April.</p>		

5.8 Security – Many, many deer have been seen recently both South and North of Airport. We are looking into software that would better allow us to manage and monitor our security/access control system. At this point we have limited ability without incurring the cost and time involved in calling the monitoring company.

5.9 Misc. - Gene worked 109 hours and Bob worked 6 hours.
Action items:

Person responsible:

Deadline:

Break: Time set by facilitator.

6.0 Airport Manager

Couchman

25

- See attached written update.
- FBO Winning bid announcement. (Action)
- JF New presentation/ Q & A.
- Bill Kinder presentation.
- Discuss reinstating the AvGas fuel flowage fee. (Action)
- Airport Authority presentation.

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 Attorney (McCanna)

Spencer Update

9.0 Presidents Report

5

8.1 Miscellaneous-

Conclusions:

Action items:

Person responsible:

Deadline:

Additional Information

Observers:

Resource persons:

Special notes:

Next Meeting April 20, 2007 at 1:00 PM in Board Conference Room