

DeKalb County Board of Aviation Commissioners Monthly Meeting

4/20/2007

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

Agenda

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.

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	10
7.0 BOAC Member	Rader	20
8.0 Airport Engineer	Shaffer	5
9.0 Attorney	McCanna	10
9.0 President	Mason	5
	Total Meeting Time	1 Hour 45 minutes

1.0 Secretary	Wappes	5
1.1 Previous Minutes Approval		
1.2 Public Relations – PropWash		
1.3 Property Management –		
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- Late rent on hangar C-3, DeForest now owes \$885.00. After sending him a letter and then a Certified-Return Receipt notice he called with a plan to get caught up, at this point can we work with him?		
2.4 Misc. –		
3.0 Zoning	Stump	10
None		
4.0 Fixed Based Operator Report	McMurray	15
4.1 Monthly Activity Report: Steve McMurray		
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. All lighting supplies have now been moved and consolidated to the equipment shelter mezzanine storage.		
5.2 Fuel Farm – Gasoline equipment still has not been out to fix issues, there were several parts that needed to be ordered. I’m hoping to hear back from them soon.		
5.3 Pavement – We will start pavement maintenance in May.		
5.4 T-hangars – Gene is continuing to work on rolling doors. Multiple door roller/hangar components needed repaired by our welder.		
5.5 Terminal/Maintenance Hangar Cleaning – We now have three quotes and have had two companies demonstrate floor cleaners. We have a recommendation for the Board.		
5.6 Plowing – MB Broom has been repaired at no cost. The MB technician spent two full days working on replacing the snow hood brackets and hydraulic rams. We are very pleased.		
5.7 Mowing and ground maintenance- Fertilizing has begun, the first rolling of the season is completed and we expect to start mowing next week.		
5.8 Security – No update		
5.9 Misc. - Gene worked 123.5 hours and Bob worked 15 hours. Replaced key operated gate opener at West gate with electronic keypad. The VAA folks purchased the keypad for us because they wanted to have the ability to grant access to their members. We control the master codes and gave them the ability to grant 100 codes as they see fit. Installed window tint in Kay’s office and replaced the tint on the front door of the terminal and on the airside door. Geese and turkey vultures have started to return, we have begun harassing them and will soon start shooting at them.		
Break: Time set by facilitator.		
6.0 Airport Manager	Couchman	10
6.1 Century Proposal (Motion)		
6.2 Floor Cleaner discussion (Motion)		
6.3 Misc updates (The Couchman Minute otherwise known as, “Around the Airport in 60 seconds”)		

7.0 Rader		5
8.0 Consultant/Engineer	Shaffer	20
Discussion:		
7.1 See BF&S update		
7.2 Motion regarding change to FY 2007 NPE Grant		
9.0 Attorney (McCanna)	McCanna	10
9.1 Spencer Update		
9.2 Collections update		
10.0 Presidents Report	Mason	5
Additional Information		
Next Meeting May 18, 2007 at 1:00 PM in Board Conference Room		