

DeKalb County Board of Aviation Commissioners Monthly Meeting

8/17/2007

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

Agenda

Executive session to be held at 12:00 noon in the DeKalb County Airport Terminal Building 2nd floor 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, 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 Operators	Victory, Century	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
10.0 Public Comments	Public Comments	15
11.0 President	Mason	5
	Total Meeting Time	2 Hours

1.0 Secretary	Wappes	5
1.1 Previous Minutes Approval		
1.2 Public Relations – None at this time		
2.0 Treasurer	Stump	10
2.1 Claims - Claims Docket		
2.2 Budget – See additional appropriation request and transfers that were submitted 8/13/07.		
2.3 T-Hangars and Tenant Accounts - All hangars are leased.		
2.4 Bond – See Bond data sheets		
2.5 Misc. –		
3.0 Zoning	Stump	10
None		
4.0 Fixed Based Operator Reports		15
4.1 Victory Report: Steve McMurray		
4.2 Century Report: Lara Zook Gaerte		
5.0 Maintenance Project Manager	Wappes	15
The following areas are to be reported from Gene’s monthly log		
5.1 Airport lighting – Standard replacement routine. REIL lighting has problems again, same pc board is burning out, we ordered two and several connectors.		
5.2 Fuel Farm – Still waiting on new hose, we also have issues with the AvGas tank/pump. The service contractor is waiting on some parts to help them troubleshoot the issue.		
5.3 Pavement – ACI is in this week to begin crack sealing and slurry sealing of parallel taxiway. I may miss part or the entire BOAC meeting unless Gene is willing and able to act as safety officer.		
5.4 T-hangars – No issues.		
5.5 Terminal/Maintenance Hangar Cleaning – Main hangar floor Continues to look better and better. Gene replaced burnt out lamps in Terminal building.		
5.6 Plowing – Nothing new to report.		
5.7 Mowing and ground maintenance- Mowing has picked up dramatically and so has maintenance on the equipment. The ZTR has foam filled rear tires now to minimize downtime due to flats and drive belts were replaced. Oil and filter changes and blade sharpening continues. Herbicide has been applied around buildings and perimeter fence and access roads, areas around lighting have not been treated yet but are not as bad this year as in the past. We have applied over twice the herbicide this year in much less time due to our larger more efficient equipment. In addition, the application was cleaner causing less overspray.		
5.8 Security – Moving forward with Wildlife/Security fence project. Opened bids on 7/27/07, all came in under engineers estimate. The grant paperwork has been sent to the FAA and we now wait for their good word.		
5.9 Misc. – The UNICOM antenna is now permanently mounted with the new radio attached, seems to be working well, much better than the old unit. The sidewalk and the 200 amp upgrade has been completed on our hangar addition. Mailbox is now installed and in use. Received secondary containment for 300 gallon 87 octane tank.		
Break: Time set by facilitator.		
6.0 Airport Manager	Couchman	10
6.1 FBO subcommittee report to the BOAC, discussion and motion.		
6.2 Property Management – Gerardot requests and issues.		
Issued 10-day pay or quit on August 14, 2007 to a lessee at 2564 CR 60 that is now 3 months behind (\$1,650.00). Will follow up appropriately based on response.		

7.0 Rader		5
8.0 Consultant/Engineer	Shaffer	20
Discussion:		
7.1 See BF&S update		
9.0 Attorney (McCanna)	McCanna	10
9.1 Spencer update –		
10.0 Public Comments		15
11.0 Presidents Report	Mason	5
Additional Information		
Next Meeting September 21, 2007 at 1:00 PM in Board Conference Room		