

DeKalb County Board of Aviation Commissioners Monthly Meeting

6/27/2008

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, Jim McCanna, Russ Couchman, Paul Shaffer, Tony Gaerte.

| | | |
|--|--------------------|---------|
| 1.0 Secretary | Wappes | 5 |
| 2.0 Treasurer | Stump | 10 |
| 3.0 Zoning | Stump | 10 |
| 4.0 Fixed Based Operators | Century | 15 |
| 5.0 Maintenance Project Manager | Wappes | 15 |
| 6.0 Airport Manager | Couchman | 5 |
| 7.0 BOAC Members | Members | 20 |
| 8.0 Airport Consultant/Engineer | Shaffer | 10 |
| 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 – PropWash | | |
| 2.0 Treasurer | Stump | 10 |
| 2.1 Claims - Claims Dockets | | |
| 2.2 Budget – Proposed 2009 budget for Board Approval | | |
| 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 |
| 3.1 – Kirk D. & Rose E. Faylor are proposing to develop 2.44 acres as a one-lot residential subdivision of land to be known as “Sunset Acres” in the SW ¼ of Sec 26, Butler Twp. The development lies in the Conical Zone; structure height is limited to 75’ AGL unless a variance is granted by the BOAC. | | |
| 4.0 Fixed Based Operator Reports | | 15 |
| 4.1 Century Report: Tony Gaerte | | |
| 5.0 Maintenance Project Manager | Wappes | 15 |
| The following areas are to be reported from Gene’s monthly log | | |
| 5.1 Airport lighting – We received the damaged sign and installed. The BP sign now has power and lights up at night. We also installed a receptacle so aircraft can plug in warmers as needed while on the ramp. We have borrowed a lift from MTI in order to replace multiple bulbs around the Terminal and hangar. We replaced worn out caster wheels on the lift as a show of appreciation to Phil Allison and MTI. He stated that we are always welcome to use the lift. This will save us thousands of dollars in lift rental and/or service calls. I think as time passes we should consider purchasing a lift however. This MTI lift will not reach some of our higher bulbs. | | |
| 5.2 Fuel Farm – We will address painting and other maintenance in the 2009 budget. For now, the farm is working reasonably well. | | |
| 5.3 Pavement –Pavement maintenance has not started yet partially due to the wet weather this spring. I anticipate we will begin mid-July. The new Reike ramp has failed in a small area, the contractor has been onsite to inspect and will begin repairs next month. | | |
| 5.4 T-hangars – D-Row demolition was completed on June 23. It started May 12 so the total project took over 5 weeks. The two end sections left the Airport intact to be used on the Longsworth property, I presume. | | |
| 5.5 Terminal/Maintenance Hangar Cleaning – Hangar looks fantastic. | | |
| 5.6 Plowing – VAA will be performing off season cleaning and cosmetic rehab on all of our winter equipment in the next month or so. | | |
| 5.7 Mowing and ground maintenance- Mowing was hectic early due to the rain, it has slowed slightly now. Kay is mowing with the ZTR, Bob mows with the TC35 and the TV145 and batwing. We continue to cut the infields and Southside at 10” for wildlife control. We have a fairly severe weed problem and no ability to purchase weed killer or fertilizer this year due to budgetary constraints. | | |
| 5.8 Security – All three electronic gates have failed this month requiring repair. This fence project could not come at a better time. We have replaced all of the backup batteries for the security system and emergency wall packs. | | |
| 5.9 Misc. – Sewer spur is complete. There is some severe settling around the tapped manhole however that we will have addressed by the contractor. | | |
| Break: Time set by facilitator. | | |
| 6.0 Airport Manager | Couchman | 5 |
| 6.1 Policy discussion/approval (action item). | | |
| 6.2 Wildlife/Security Fence bid award (action item). We did receive the grant that will allow us to immediately move forward on this project. | | |
| 6.3 AAI Quarterly Meeting to be held at the Hoosier Air Museum on July 17, 2008. We have been working to get a quarterly meeting here for 4 years. Please see the AAI Flightlines Newsletter (including meeting agenda) in your packets. We anticipate around 80 to attend from airports across the state. | | |

6.4 Andy Kennedy, resident at 3070 CR 60, has requested a permanent reduction in rent from \$725.00 to \$650.00 (action item).

7.0 Rader

5

8.0 Consultant/Engineer

Shaffer

10

Discussion:

7.1 See BF&S update

9.0 Attorney (McCanna)

McCanna

10

9.1 Spencer easement is signed and notarized. Do we need to file with the County?

9.2 Burner has not made a payment since Oct 07. Thus far she has paid \$400.00 towards the debt. We need to take further action (action item).

10.0 Public Comments

15

11.0 Presidents Report

Mason

5

Additional Information

Next Meeting July 18, 2008 at 1:00 PM in DeKalb County Airport BOAC Boardroom, Second floor.