



DeKalb County Airport

Board of Aviation Commissioners

DeKalb County
P.O.Box 4 – Auburn, IN 46706

Jim Mason, President
Jeff Turner, Vice President

Derald Kruse, Attorney

George Wappes, Secretary
Brad Stump, Treasurer

MINUTES

September 16, 2005

BOAC Executive Session:

The DeKalb County Aviation Board met in Executive Session at the DeKalb County Airport immediately before their regularly scheduled meeting for purposes of discussing matters relating to lease of real property and personnel. Present were BOAC members Mason, Wappes, Turner and Stump, BOAC Attorney Kruse, Airport Manager Russ Couchman and BF&S Consultant/Engineer Don Manley. The BOAC member's present discussed matters relating to the lease of real property and personnel matters. No other topics were discussed during the executive session.

BOAC Regular Scheduled Meeting:

The DeKalb County Aviation Board met at the DeKalb County Airport in the conference area for their 12:30 PM scheduled meeting. President Mason called the meeting to order. BOAC members Mason, Wappes, Turner and Stump were present. Also attending was Airport Manager Russ Couchman, Don Manley from Butler, Fairman, & Seufert, Airport Project Manager Gene Powell, Dave Martin of Rieke Corp., John Harris Community Liaison, Don Smith Airport Consultant and Bill Gissel from the Evening Star.

Secretary Report:

Wappes presented the minutes of the previous meetings. A motion was made by Turner with a second by Wappes to accept the minutes with one minor correction. The motion carried when put to vote.

Property Management: Mason noted that all properties are currently leased.

Treasurer Report:

Claims: The treasurer presented the following claims for the Board's approval: Turner moved to accept the claims as presented, Wappes seconded and the motion passed. Stump re-stated that the budget is getting very tight for the year and money has been moved around to cover expenses.

99-1114	Employee Wages		\$11,475.00
8/18/2005	Russ Couchman	-\$1,275.00	\$10,200.00
9/1/2005	Russ Couchman	-\$1,275.00	\$8,925.00
9/15/2005	Russ Couchman	-\$1,275.00	\$7,650.00
99-1080	Other Pay		\$1,625.00
8/19/2005	Board Members' Salaries for August 19th Meeting	-\$260.00	\$1,365.00
99-1210	PERF		\$716.25
8/11/2005	8/19/05 Payroll	-\$63.75	\$652.50
8/25/2005	9/1/05 Payroll	-\$63.75	\$588.75
9/8/2005	9/15/05 Payroll	-\$63.75	\$525.00
99-1220	Insurance		\$3,676.56
8/11/2005	8/19/05 Payroll	-\$734.18	\$2,942.38
99-1230	Social Security		\$1,023.67
8/11/2005	8/19/05 Payroll	-\$74.83	\$948.84

8/25/2005	9/1/05 Payroll		-\$74.83	\$874.01
9/8/2005	9/15/05 Payroll		-\$74.83	\$799.18
99-1240	FICA (actually medicare)			\$201.51
8/11/2005	8/19/05 Payroll		-\$17.50	\$184.01
8/25/2005	9/1/05 Payroll		-\$17.50	\$166.51
9/8/2005	9/15/05 Payroll		-\$17.50	\$149.01
99-2211	Office Supplies			\$92.65
9/2/2005	Bassett		-\$5.93	\$86.72
9/15/2005	Bassett		-\$6.00	\$80.72
99-3282	Legal Fees			\$6,350.00
9/2/2005	Derald Kruse (Legal Sevices)		-\$800.00	\$5,550.00
9/15/2005	Derald Kruse (Legal Sevices)		-\$525.00	\$5,025.00
99-3284	Consultant Fees			\$11,878.91
9/2/2005	Butler, Fairman and Seufert		-\$633.93	\$11,244.98
99-3322	Postage			\$44.10
9/15/2005	Postage for Sweeper RFP		-\$17.85	\$26.25
99-3323	Travel			\$420.48
9/15/2005	Brad Stump (mileage for AAI Quarterly Meeting)		-\$69.84	\$350.64
99-3324	Telecommunications			\$172.42
9/2/2005	Centennial Wireless		-\$57.91	\$114.51
99-3351	Electric			\$7,040.81
9/2/2005	Indiana Michigan Power		-\$81.48	\$6,959.33
9/15/2005	Indiana Michigan Power		-\$330.33	\$6,629.00
9/15/2005	Indiana Michigan Power		-\$1,672.90	\$4,956.10
99-3354	Utilities			\$981.78
9/2/2005	Auburn City Utilities - Sewer Acct 16-9800-00000-16-9750-00000		-\$76.12	\$905.66
9/2/2005	NIFL (3046,2564 CR 60 and 6242 CR 27)		-\$66.28	\$839.38
99-3367	Building/Structure Repair			\$17,306.15
9/2/2005	Discount Carpet Cleaning		-\$200.00	\$17,106.15
9/2/2005	Seiler Farms		-\$1,726.69	\$15,379.46
9/2/2005	Auburn City Hardware		-\$58.11	\$15,321.35
9/2/2005	Home Depot Credit Services		-\$454.12	\$14,867.23
9/2/2005	Kendall Electric		-\$151.22	\$14,716.01
9/2/2005	Gasoline Equipment		-\$1,740.07	\$12,975.94
9/15/2005	Kendall Electric		-\$5.09	\$12,970.85
99-3370	Fire Protection			\$500.00
9/2/2005	Fire Protection		-\$107.50	\$392.50
99-3433	Contractual Services			\$5,133.14

9/15/2005	Jol Gerardot	-\$200.00	\$4,933.14
9/15/2005	Robert Battig	-\$220.00	\$4,713.14
9/15/2005	Robert E. Powell	-\$2,210.00	\$2,503.14
9/15/2005	Jim Mason (Property Manager)	-\$262.50	\$2,240.64

99-3434	Janitorial Services		\$1,000.00
9/15/2005	A-1 Carpet Cleaning	-\$987.00	\$13.00

99-4443	Equipment		\$610.72
9/15/2005	Russ Couchman (Cell phone belt clip replacement)	-\$21.96	\$588.76

FUND 0605 LOAN REPAYMENT ACCOUNT

99-5000	Non-Budgeted Expense		\$22,516.67
9/2/2005	Hicksville Bank Loan Repayment (hangars, residences)	-\$5,450.94	\$17,065.73
9/2/2005	Wells Fargo T-Hangar Construction Loan Repayment	-\$1,121.00	\$15,944.73
9/15/2005	Quietus of rental receipts to cover loan repayment	\$8,901.13	\$24,845.86

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

99-4421	Capital Outlay		\$6,362.40
9/2/2005	Butler, Fairman, and Seufert (General Services)	-\$1,430.93	\$4,931.47
9/15/2005	Additional Appropriation	\$82,000.00	\$86,931.47
9/15/2005	Purchase old county road truck from McCormick Motors	-\$13,000.00	\$73,931.47

Zoning: There were four zoning requests. 3.1 – Zoning request: Franklyn Sechler – A one-lot residential subdivision (Pickle Estates Sec II) located on the S Side of CR 56 approx 539’ E of SR 1, Approach Surface, Height limited to 75’ unless a variance is first granted. 3.2 – Zoning request: Thomas A & Patricia J O’Conner – A one-lot residential subdivision (O’Conner Place Sec III) located on the S Side of CR 68 approx 490’ W of CR 19, Conical Surface, Height limited to 75’ unless a variance is first granted. 3.3 – Zoning request: Garton Properties LLC – A three-lot residential subdivision (Baron Estates) located at the NE Cor of CR 35 and CR 60, Horizontal and Approach Surfaces, Height limited to 75’ unless a variance is first granted. Noise-Sensitive and Non-Remonstrance Waivers required. 3.4 – Zoning request: Robert P Hall – A one-lot residential subdivision (D & B Acres) located on the W side of CR 427 approx 2700’ N the northernmost intersection of CR 427 and CR 60, Horizontal Surface, Height limited to 75’ unless a variance is first granted. Non-Remonstrance Waiver required.

FBO Operator Report: The report from the FBO indicated that FBO operations were up from last year, 100LL sales were down but Jet-A sales were up. Flight school hours continue to drop along with maintenance and avionics. The part 135 operator is still struggling. Couchman promised the Board that he would put together the spreadsheet and graph showing whether AvGas is trending up or down so that they can better decide whether the waived fuel flowage fee should be continued.

Maintenance Project Manager Report: Wappes indicated that all was going well with maintenance. Mowing is beginning to slow down due to the dry weather. There were the normal light replacement remarks on Powell’s report. Couchman and Powell are still working on winter operations plans and equipment. Also noted again were the normal ruts and humps in pavement and several areas where there is a grade separation off the edge of pavement and that the fuel farm is in need of some minor maintenance. Powell put in 133 hours last month. Couchman noted that 6 of the 8 homes that the Airport owns have gone vacant in the last year. This has been a burden on the budget as well as Powell. The air conditioner in the John Deere is INOP again. There are several fence issues that Powell has instructed Arrow fence to fix. Powell noted that the hangar floor was partially cleaned and actually looks worse at this point.

Airport Manager Report:

Open High Speed Broom/Blower Proposals: Couchman open the two proposals that were received. M-B submitted a package with a total bid price of \$98,179.00 for an M-B model 3600 TOWGA 300HP. W.A Jones submitted a package for a total bid price of \$119,585.00 including a Sweepster model 2900. The package from W.A. Jones was lacking the Technical Provisions document. Turner stated that the absence of the Technical Provisions document does not materially affect or create an unfair advantage to one bidder or the other and providing that this document can be presented to the Airport within seven days, he motioned that the BOAC make an exception and accept the

bid. Stump seconded and the motion carried. Turner then made a motion to take the bids under advisement pending review and to allow Board President Mason the authority to make the award to the lowest, most responsive and responsible bidder. Wappes seconded and the motion passed.

Sign Rieke Land Lease: Board President signed the Rieke Corp. land lease.

Hunting update: Couchman updated the Board regarding efforts made to inform local residents that hunting is prohibited on Airport property. There will also be privilege cards issued to the individuals that have permission to hunt through previous contract and the DNR will be actively patrolling Airport property to help with enforcement.

Management Assistance Consultant Report:

Sign Terminal Apron Ph II change order #3.: The Board reviewed and signed the change order. This change order added the oversized drainage on the West side of the Rieke expansion to ensure that future development can be properly drained.

Sign change order #5 for Sewer project: The Board reviewed and signed the change order. This change order connected the two lateral flows from the Terminal building into one so that the Airport will only have to pay one sewer tap bill to the City of Auburn.

Sign Pay request #7: This is the pay request for the above lateral work.

Discuss whether we want to sign acceptance documents for the sewer prior to or after our meeting with the City of Auburn on September 29th.: After some discussion it was decided that the only prudent thing to do was wait until the meeting with the City, then make our decision.

Other Business: Mr. Glen Lempke from the Hoosier Air Museum addressed the BOAC asking for permission to use bingo as a fundraising mechanism in the banquet room at the museum. After some discussion, Turner moved to defer the decision to the County Commissioners as the land owners and asked Couchman to relay to the Commissioners that the BOAC has no objection this idea. Stump seconded and the motion carried.

Adjournment:

Mason calls the meeting to adjourn.

**Next meeting October 21, 2005
Executive Session at 12:30 PM followed immediately by Scheduled Meeting
DeKalb County Airport
Glenn Rieke Terminal Building.**

George Wappes Secretary