



Board of Aviation Commissioners

DeKalb County

2710 CR 60, Suite 200 Auburn, IN 46706

Jim Mason, President
Jeff Turner, Vice President

Jim McCanna, Attorney

George Wappes, Secretary
Brad Stump, Treasurer
Brad Moore, Member – FBO Liaison

MINUTES

December 4, 2009

BOAC Executive Session:

The DeKalb County Board of Aviation did not meet in executive session this month.

BOAC Regular Scheduled Meeting:

The DeKalb County Board of Aviation met at the DeKalb County Airport in the Conference Room for its 1:00 PM scheduled meeting. BOAC President Mason called the meeting to order; in attendance were members Turner, Wappes, Stump, Moore, and Attorney McCanna. Also attending were Airport Manager Russ Couchman, Paul Shaffer and Toby Steffen, from BF&S, Tony Gaerte of Century Aviation, Contract Project Manager Gene Powell, Mike Votaw from Lakeland Electronic and Bill Hohler, Vice President the Auburn, Cord, Duesenberg (ACD) Festival Committee.

Public Comment: None

Secretary Report:

Minutes: Mason presented the minutes of the previous meetings. A motion was made by Turner with a second by Stump to accept the minutes as submitted. The motion carried unanimously.

Treasurer Report:

Claims: Mason presented claim dockets for November 2009. Motion to accept the Claims Dockets was made by Turner, second by Wappes, motion carried unanimously.

ACD Drag Racing Presentation:

Mr. Bill Hohler explained that the ACD Club would like to hold drag races on the Airport. He passed out an informational brochure and explained that he thought that the event would only take approximately 4 hours. Their goal is to get as many classic cars in one location as possible thereby potentially breaking a world record and they would like to do this on Labor Day weekend, in conjunction with the ACD Festival. Bill reminded the BOAC that Cord owned Stinson Aircraft at one time and there may be an opportunity to coordinate having some classic aircraft onsite as well. The club feels as though this would be a good location to control/capture the gate. He stated that the Airport is wide open and would give the cars the opportunity to perform at their maximum capabilities. Quoting one of the club members, Bill stated that "the idea is so preposterous that it may create a real buzz and it may attract a speed channel type of media coverage". Mr. Hohler stated that he's not looking for an answer today but just an open mind and any concerns that the BOAC might have. Board Member Turner made a statement in support of such an event. President Mason, Stump and Couchman all had brief comments and concerns.

November Claims

600-11140.000.600	Employee Wages		\$6,934.42
10/30/2009	Russ Couchman	-\$1,386.89	\$5,547.53
11/13/2009	Russ Couchman	-\$1,386.89	\$4,160.64
11/27/2009	Russ Couchman	-\$1,386.89	\$2,773.75
600-10800.000.600	Other Pay		\$910.00
10/16/2009	Board Members Pay	-\$325.00	\$585.00
12/4/2009	Board Members Pay	-\$325.00	\$260.00
600-12100.000.600	PERF		\$540.36
10/30/2009	Russ Couchman	-\$93.62	\$446.74
11/13/2009	Russ Couchman	-\$93.62	\$353.12
11/27/2009	Russ Couchman	-\$93.62	\$259.50
600-12200.000.600	Insurance		\$1,424.02
11/13/2009	Russ Couchman	-\$734.18	\$689.84
600-12300.000.600	Social Security		\$1,228.70
10/30/2009	Russ Couchman	-\$74.15	\$1,154.55
11/13/2009	Russ Couchman	-\$74.15	\$1,080.40
11/27/2009	Russ Couchman	-\$74.15	\$1,006.25
600-12400.000.600	FICA (actually medicare)		\$283.52
10/30/2009	Russ Couchman	-\$17.34	\$266.18
11/13/2009	Russ Couchman	-\$17.34	\$248.84
11/27/2009	Russ Couchman	-\$17.34	\$231.50
600.22310.000.600	Repair and Maintenance Supplies		\$1,405.98
10/14/2009	Home Depot	-\$37.79	\$1,368.19
10/19/2009	Home Depot	-\$9.98	\$1,358.21
10/19/2009	Auburn City Hardware	-\$47.33	\$1,310.88
10/21/2009	Jennifer M. Manon	-\$114.76	\$1,196.12
10/28/2009	LBH Chemical	-\$556.56	\$639.56
10/28/2009	Century Aviation	-\$83.64	\$555.92
11/16/2009	Transfer to Equipment (replacement dishwasher 6222 CR 27)	-\$397.00	\$158.92
600-32820.000.600	Legal Fees		\$5,590.00
10/14/2009	James McCanna/McCanna Law Offices	-\$1,580.00	\$4,010.00
11/16/2009	Transfer to Contractual Services	-\$2,456.00	\$1,554.00
11/18/2009	James McCanna/McCanna Law Offices	-\$880.00	\$674.00
11/18/2009	Transfer to Repairs and Maintenance	-\$309.00	\$365.00
600-32840.000.600	Consultant Fees		\$1,207.85
11/13/2009	BF&S	-\$1,166.66	\$41.19
600.33240.000.600	Telecommunications		\$240.10
10/28/2009	Verizon Wireless	-\$101.82	\$138.28
11/9/2009	Qwest	-\$2.88	\$135.40
10/28/2009	KPC Media Group - 12 months	-\$54.95	\$80.45
600-33510.000.600	Electric		-\$37.50

10/14/2009	Indiana Michigan Power	-\$170.27	-\$207.77
11/14/2009	Check from Indiana Michigan Power (runaway meter charges)	\$6,000.00	\$5,792.23
11/13/2009	Indiana Michigan Power	-\$1,208.83	\$4,583.40
11/13/2009	Indiana Michigan Power	-\$829.24	\$3,754.16
11/16/2009	Transfer to Repairs and Maintenance	-\$1,500.00	\$2,254.16
12/1/2009	Indiana Michigan Power	-\$42.55	\$2,211.61

600-33540.000.600	Utilities		\$3,076.88
10/23/2009	City Utilities	-\$38.06	\$3,038.82
10/28/2009	NIF&L	-\$56.19	\$2,982.63
10/30/2009	NIF&L	-\$270.03	\$2,712.60
11/2/2009	MediaCom	-\$69.95	\$2,642.65
11/6/2009	National Serv-All	-\$67.79	\$2,574.86
11/16/2009	Transfer to Repairs and Maintenance	-\$1,000.00	\$1,574.86
11/20/2009	City Utilities	-\$67.37	\$1,507.49
12/1/2009	NIF&L	-\$325.33	\$1,182.16

600-33680.000.600	Repairs and Maintenance		\$1,063.26
10/14/2009	Taylor Rental	-\$40.00	\$1,023.26
10/14/2009	Fire Protection Inc	-\$540.75	\$482.51
10/28/2009	1st Attack	-\$397.26	\$85.25
10/28/2009	Cook's Body Shop	-\$331.80	-\$246.55
10/28/2009	Kaufman Well Drilling	-\$940.00	-\$1,186.55
10/30/2009	Duraclean Specialists	-\$991.27	-\$2,177.82
11/13/2009	Taylor Rental	-\$40.00	-\$2,217.82
11/16/2009	Transfer from Utilites	\$1,000.00	-\$1,217.82
11/16/2009	Transfer from Electric	\$1,500.00	\$282.18
11/18/2009	Transfer from Legal Fees	\$309.00	\$591.18
11/18/2009	MARX Services	-\$591.00	\$0.18

600-34330.000.600	Contractual Services		\$545.32
11/9/2009	Jack Rowlison	-\$82.50	\$462.82
11/16/2009	Robert Powell	-\$1,852.50	-\$1,389.68
11/16/2009	Kay Rowlison	-\$745.25	-\$2,134.93
11/16/2009	Transfer from Legal Fees	\$2,456.00	\$321.07
11/18/2009	Russ Couchman	-\$320.00	\$1.07

600.44430.000.600	Equipment		\$0.00
11/16/2009	Home Depot (replacement dish washer at 6222 CR 27)	-\$397.00	-\$397.00
11/16/2009	Transfer from Repair and Maintenance Supplies	\$397.00	\$0.00

FUND 0605 LOAN REPAYMENT ACCOUNT

605-50000.000.605	Non-Budgeted Expense		\$15,832.82
10/23/2009	Hicksville Banking	-\$5,450.94	\$10,381.88
10/23/2009	Indiana Banking	-\$1,121.00	\$9,260.88
11/9/2009	Receipts	\$3,975.00	\$13,235.88
11/20/2009	Hicksville Banking	-\$5,450.94	\$7,784.94
11/20/2009	Indiana Banking	-\$1,121.00	\$6,663.94
11/20/2009	Receipts	\$3,155.00	\$9,818.94

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay		\$30,451.81
10/13/2009	Josh Krueckeberg / Grader Blade	-\$330.00	\$30,121.81

10/19/2009	JFNew	-\$2,833.00	\$27,288.81
10/30/2009	INDOT (refund on overpayment)	-\$919.05	\$26,369.76
11/20/2009	P.E. Gutman	-\$2,000.00	\$24,369.76

FBO Operator Report:

Tony Gaerte reported two new private pilots successfully completed their check-ride in November and the flight school picked up two new students and had one solo. Tony stated that income is 50% of what it was in 08, total expenses are 12% lower this year than last, net income was 83% lower thus far this year. However, he expects that they will finish the year in the black. The shop is busy, the flight school is doing well and overall things appear to be looking up for 2010.

Maintenance Project Manager Report:

Wappes reported Gene worked 101 hours for the month. All the equipment is ready for winter, all the summer equipment stowed. He explained that Gene did some research on lighting in the two hangars and by standardizing the fixtures, he can save approximately \$50 per bulb replacement. Couchman explained that over the last few years the Terminal has had several roof leaks and recently we had Nucor out for an inspection. It seems that there are some warranty issues and some basic maintenance that will address the leak problems. A large airfield lighting order was recently made and all of this will come out of the 2010 budget. The fiber project is almost complete with the VOIP phones left outstanding. County IS will finish this in the next few weeks.

Airport Manager Report:

None

Consultant/Engineer Report:

Shaffer thanked the BOAC for another good year.

He presented the 2010 CIP plan. Turner made a motion to approve, seconded by Wappes. The motion carried unanimously.

See BF&S update.

Attorney Report:

McCanna noted that on October 1, 2009 the BOAC held an executive session to discuss possible strategies, with no decision made, to effect the purchase of real property located at 6193 CR 31. Subsequent County Commissioners Resolution 2009-R-18 approves the purchase for not more than \$170,000.00, financing through DeKalb Financial, two year note not to exceed 7.25% interest with semi annual interest only payments and a balloon at maturity. In addition, as further security, the former "Dollier Farm" 65.3 acres, more or less, will be included in the mortgage. This Resolution, signed by County Commissioners, is subject to BOAC final approval and decision to move forward with the purchase. If approved, tentative closing is scheduled Monday afternoon following this meeting. Brad Moore was asked not to vote based upon his employment with DeKalb Financial. Stump made a motion to approve the purchase, Turner seconded and the motion carried.

Adjournment:

Mason adjourned the meeting at 2:50 p.m.

**Next meeting January 15, 2010
No Executive Session
Public Meeting at 1:00 PM
DeKalb County Airport
Glenn Rieke Terminal Building**

James Mason – President

George Wappes – Secretary

Jeff Turner – Vice-President

Brad Stump – Treasurer

Brad Moore

BFS Agenda Items for the 12/4/09 DeKalb BOAC Meeting

Action items on the agenda:

No action items at this time.

Discussion and Information items not included on the 12/04/09 agenda, but are being reported on before the meeting via email. Handouts will be available at the meeting. BOAC questions and concerns can be addressed at the meeting.

Open Grants:

Grant	Description	Scheduled Close Out	Total Grant All Shares	Financially Complete	Pay Request After Last Meeting
AIP-3-18-0004-014-2007	EA, Design Wildlife Security Fence	Close out letter prepared on 7/24/09	\$157,894 Balance to be adgusted based on amendment conversation with Al Richardson at the FAA	Move balance to AIP-15 Balance \$0.00	Fed: 0 State: 0
AIP-3-18-0004-015-2008	Install Perimeter Fencing and Phase 2	Close out letter prepared on 11/20/09	\$993,086.04	100% Balance \$0.00	Fed: 121,034.00 State: 3,185.08
AIP-3-18-0004-016-2008	Install Perimeter Fencing and Phase 2 AWOS III	1-Oct-09	\$61,559.00	86% Balance \$8,618.26	Fed: 0 State: 0
Summary All Fence Grants			\$1,175,779.26	99.27% Balance \$8,924.89	

1.0 Runway 9-27 Length Justification/EA

- The survey will be start up again soon. We plan to fly the leaves off photography this winter and then we will need to wait until spring for the leaves on flight.
- The wetlands in the project area have been re-delineated per the Army Corps request. We are still waiting on the Army Corps confirmation on the wetland boundaries.
- Draft forecast has been sent to Ben Mello with the FAA for his preliminary review. The forecasting was requesting an approval of greater than the 10% of year 5 and 15% of year 10 of the FAA Terminal Area Forecast.

2.0 ITT – FAA Next Generation Coordination.

- ITT solicited contractors as planed.
- A bid walk was conducted on November 12th.
- Construction contract are slated to be signed on December 7th, with construction to start soon after.

3.0 ALP Update

- The update would primarily be to eliminate the crosswind runway and to obtain a land release for the FAA land that would encompass the potential industrial park.
- A draft has been given to Brad for consideration.

4.0 CIP UPDATE

- CIP's will be due in January.
- The CIP committee made recommendations for adjustment. CIP summary sheet will be available at the meeting.