



DeKalb County Airport

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

MINUTES

February 20, 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, Stump, Wappes, Moore and Attorney McCanna. Also attending were Airport Manager Russ Couchman, Bret Campbell from BF&S, Lara Gaerte of Century Aviation, Contract Project Manager Gene Powell, Mike Votaw of Lakeland Electronics, Mel Kucway from Nationwide, Airport Intern Jessica Fender, Don Smith, Noel Sell and Evening Star Reporter Jenny Kobiela.

Public Comment: None

Secretary Report:

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

Treasurer Report:

Claims: Stump presented claim dockets for February 2009. Motion to accept the Claims Dockets was made by Turner, second by Stump, motion carried.

February 2009 Claims

600-11140.000.600	Employee Wages		\$34,672.22
1/23/2009	Russ Couchman	-\$1,386.89	\$33,285.33
2/6/2009	Russ Couchman	-\$1,386.89	\$31,898.44
600-10800.000.600	Other Pay		\$3,900.00
1/16/2009	Board Members Pay	-\$325.00	\$3,575.00
600-12100.000.600	PERF		\$2,412.76
1/23/2009	Russ Couchman	-\$93.62	\$2,319.14
2/6/2009	Russ Couchman	-\$93.62	\$2,225.52
600-12200.000.600	Insurance		\$8,031.64
2/6/2009	Russ Couchman	-\$734.18	\$7,297.46

600-12300.000.600	Social Security		\$2,711.70
1/23/2009	Russ Couchman	-\$74.15	\$2,637.55
2/6/2009	Russ Couchman	-\$74.15	\$2,563.40
600-12400.000.600	FICA (actually medicare)		\$630.32
1/23/2009	Russ Couchman	-\$17.34	\$612.98
2/6/2009	Russ Couchman	-\$17.34	\$595.64
600-22210.000.600	Petroleum Prod & Supplies		\$7,153.63
1/22/2009	North Central Co-op	-\$1,457.97	\$5,695.66
600.22310.000.600	Repair and Maintenance Supplies		\$6,047.82
1/16/2009	Auburn City Hardware	-\$56.33	\$5,991.49
1/16/2009	Irving Gravel	-\$496.25	\$5,495.24
1/20/2009	McMahon Tire	-\$128.30	\$5,366.94
1/26/2009	Home Depot	-\$35.00	\$5,331.94
2/2/2009	Bassett Office	-\$415.00	\$4,916.94
2/12/2009	Auburn City Hardware	-\$22.61	\$4,894.33
600-32840.000.600	Consultant Fees		\$8,000.00
2/2/2009	BF&S	-\$1,166.66	\$6,833.34
600.33240.000.600	Telecommunications		\$1,605.73
1/26/2009	Verizon Wireless	-\$235.39	\$1,370.34
2/6/2009	Qwest	-\$5.99	\$1,364.35
600-33510.000.600	Electric		\$25,136.34
1/20/2009	Indiana Michigan Power	-\$100.95	\$25,035.39
2/9/2009	Indiana Michigan Power	-\$1,517.15	\$23,518.24
2/9/2009	Indiana Michigan Power	-\$1,716.53	\$21,801.71
600-33540.000.600	Utilities		\$20,658.23
1/22/2009	City Utilities	-\$38.06	\$20,620.17
2/2/2009	MediaCom	-\$69.95	\$20,550.22
2/2/2009	NIF&L	-\$330.29	\$20,219.93
2/2/2009	NIF&L	-\$4,919.90	\$15,300.03
2/6/2009	National Ser-All	-\$60.72	\$15,239.31
600-33680.000.600	Repairs and Maintenance		\$22,222.89
1/20/2009	Till Lawn Care LLC	-\$180.00	\$22,042.89
2/2/2009	Taylor Rental	-\$40.00	\$22,002.89
2/2/2009	Orkin	-\$45.00	\$21,957.89
2/6/2009	Phoenix Mechanical	-\$594.00	\$21,363.89
2/10/2009	Bell Equipment Services, INC.	-\$90.00	\$21,273.89
2/12/2009	Larry's Lock & Safe SVC. INC	-\$192.99	\$21,080.90
600.33940.000.600	Dues		\$651.00
1/20/2009	Great Lakes Chapter AAAE	-\$35.00	\$616.00
2/9/2009	IN.Gov	-\$50.00	\$566.00
600-34330.000.600	Contractual Services		\$31,657.58
2/12/2009	Russ Couchman	-\$295.00	\$31,362.58

2/12/2009	Robert Powell	-\$2,561.00	\$28,801.58
2/12/2009	Jessica Fender	-\$770.00	\$28,031.58

FUND 0605 LOAN REPAYMENT ACCOUNT

605-50000.000.605	Non-Budgeted Expense		\$17,091.22
1/20/2009	Receipts	\$1,595.00	\$18,686.22
1/26/2009	Indiana Banking	-\$1,121.00	\$17,565.22
2/2/2009	Hicksville Bank	-\$5,450.94	\$12,114.28
2/6/2009	Receipts	\$3,280.00	\$15,394.28
2/12/2009	Receipts	\$2,755.00	\$18,149.28

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay		\$273,717.44
1/20/2009	JFNew	-\$1,125.00	\$272,592.44
2/9/2009	BF&S	-\$38,404.88	\$234,187.56
2/10/2009	BF&S	-\$341,473.39	-\$107,285.83
2/11/2009	Appropriation	\$537,955.00	\$430,669.17

Zoning: Stump indicated that the County passed the Unified Development Ordinance including the Airport Zoning Overlays and rules. It is anticipated that other airports in Indiana will want to model their zoning attempts after DeKalb.

FBO Operator Report:

Lara Gaerte reported that fuel sales for the month of January were down, maintenance and the flight school were also down. Gaerte stated that fuel prices have decreased a dramatically so this makes gross sales look even worse.

Maintenance Project Manager Report:

Wappes stated that Genes' hours went towards many heavy snow fall days and keeping up on equipment maintenance. The fuel farm also required some attention this month.

Airport Manager Report:

Messer Proposals: Couchman mentioned that there are five renovation projects for the airport terminal as follows:

Access Control Door: Access for pilots who come after hours so that they may shower, eat, sleep, file flight plans, etc. This would include an access control door that only lets them into a certain area and not into the entire terminal.

FBO Window: Couchman expressed that a window for Century Aviation is a must have in order for them to see who is trying to come in off of the ramp into the lobby. Mason asked whether they could propose a smaller window and Turner suggested using a mirror.

Making Rooms: Russ mentioned that he would like to open up areas in the terminal for future tenants. However, he doesn't think it is needed right away. It would consist of dividing the old conference room and the room just east of that room.

New Service Door into East Hangar: Russ reported that this proposal would save the County and the FBO money on heating since at the moment the heat is being distributed between both hangars due to the lack of a closing door.

A motion to approve both the Access Control Door and New Service Door proposals were made by Turner and second by Wappes. The motion carried unanimously.

Fence Project: Couchman expressed his concern about the network for the gates. He stated that we allowed the contractor to "value engineer" the mesh network and this is turning into a problem. The system was originally intended to operate autonomously without the presence of a head end computer. It was also designed to operate at

4.9GHz when carrying operations critical data. Neither of these intended criteria were met at three locations. In addition, the head-end computer was having difficulty authenticating the three locations in question making it impossible to know when the system was working and when it was offline.

Consultant/Engineer Report:

Wildlife/Security Fence Project Update: The Wildlife/Security Fence Project is 90% complete at this time. Nationwide was able to bring in a company that used a laptop computer to interface with the gate operators so that they could better troubleshoot the problems. Also, Nationwide is attacking the punch list and seems to be getting it done as quickly as possible.

Wildlife/Security Fence Project Estimate #5 for approval: The motion was made by Stump and second by Turner. The motion was carried unanimously.

See BF&S update.

Attorney:

None

BOAC Members:

None

Presidents Report:

None

Adjournment:

Mason adjourned the meeting at 2:05 pm.

**Next meeting March 20, 2009
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