



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

March 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 County Council Liaison Andy Crow, Airport Manager Russ Couchman, Paul Shaffer from BF&S, Lara Gaerte of Century Aviation, Contract Project Manager Gene Powell, Mike Votaw of Lakeland Electronics, Airport Intern Jessica Fender, Airport Consultant Don Smith.

Public Comment: None

Secretary Report:

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

Treasurer Report:

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

March 2009 Claims

600-11140.000.600	Employee Wages		\$31,898.44
2/20/2009	Russ Couchman	-\$1,386.89	\$30,511.55
3/6/2009	Russ Couchman	-\$1,386.89	\$29,124.66
600-10800.000.600	Other Pay		\$3,575.00
2/20/2009	Board Members Pay	-\$325.00	\$3,250.00
600-12100.000.600	PERF		\$2,225.52
2/20/2009	Russ Couchman	-\$93.62	\$2,131.90
3/6/2009	Russ Couchman	-\$93.62	\$2,038.28
600-12200.000.600	Insurance		\$7,297.46
3/6/2009	Russ Couchman	-\$734.18	\$6,563.28
600-12300.000.600	Social Security		\$2,563.40

2/20/2009	Russ Couchman	-\$74.15	\$2,489.25
3/6/2009	Russ Couchman	-\$74.15	\$2,415.10
600-12400.000.600	FICA (actually Medicare)		\$595.64
2/20/2009	Russ Couchman	-\$17.34	\$578.30
3/6/2009	Russ Couchman	-\$17.34	\$560.96
600.22310.000.600	Repair and Maintenance Supplies		\$5,309.33
3/2/2009	Larry's Lock & Safe Svc. Inc	-\$38.18	\$5,271.15
3/2/2009	Home Depot	-\$34.79	\$5,236.36
3/2/2009	Russ Couchman	-\$32.98	\$5,203.38
3/5/2009	Wagner Electric	-\$1,116.13	\$4,087.25
3/5/2009	Russ Couchman	-\$19.98	\$4,067.27
3/5/2009	Transfer to 600.44430.000.600 Equipment	-\$784.00	\$3,283.27
3/13/2009	Kendall Electric Inc.	-\$45.71	\$3,237.56
3/13/2009	Home Depot	-\$423.59	\$2,813.97
3/13/2009	Display Sales Company	-\$141.00	\$2,672.97
3/13/2009	Bassett Office	-\$66.98	\$2,605.99
3/17/2009	Home Depot	-\$342.43	\$2,263.56
3/17/2009	Classic City Auto.	-\$127.96	\$2,135.60
600.33240.000.600	Telecommunications		\$1,364.35
3/2/2009	Verizon Wireless	-\$263.38	\$1,100.97
600-33510.000.600	Electric		\$21,801.71
3/13/2009	Indiana Michigan Power	-\$1,504.04	\$20,297.67
3/13/2009	Indiana Michigan Power	-\$1,453.61	\$18,844.06
600-33540.000.600	Utilities		\$15,239.31
2/23/2009	City Utilities	-\$38.06	\$15,201.25
3/2/2009	NIF&L	-\$2,941.74	\$12,259.51
3/2/2009	NIF&L	-\$289.82	\$11,969.69
3/13/2009	National Ser-All	-\$60.54	\$11,909.15
600-33680.000.600	Repairs and Maintenance		\$18,757.50
3/2/2009	Taylor Rental	-\$40.00	\$18,717.50
600-34330.000.600	Contractual Services		\$25,691.58
2/23/2009	Otis Elevator Company	-\$349.90	\$25,341.68
3/16/2009	Robert Powell	-\$1,809.00	\$23,532.68
3/16/2009	Jessica Fender	-\$770.00	\$22,762.68
3/16/2009	Russ Couchman	-\$267.50	\$22,495.18
600.44430.000.600	Equipment		\$1.00
3/5/2009	Cobra Computers (monitor for AWOS)	-\$370.00	-\$369.00
2/2/2009	Bassett Office (paper shredder)	-\$415.00	-\$784.00
3/5/2009	Transfer from 600.22310.000.600 Repair and Maint Supplies	\$784.00	\$0.00
FUND 0605 LOAN REPAYMENT ACCOUNT			
605-50000.000.605	Non-Budgeted Expense		\$18,149.28
2/23/2009	Receipts	\$1,960.00	\$20,109.28

2/23/2009	Hicksville Bank	-\$5,450.94	\$14,658.34
2/23/2009	Indiana Banking	-\$1,121.00	\$13,537.34
3/2/2009	Receipts	\$650.00	\$14,187.34
3/13/2009	Receipts	\$4,505.00	\$18,692.34

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay		\$426,630.55
3/13/2009	Nationwide Construction Group	-\$15,498.40	\$411,132.15
3/13/2009	BF&S	-\$1,870.65	\$409,261.50

FBO Operator Report:

Lara Gaerte reported that in March Century did a little better than in February. Maintenance was down just a little. She mentioned that fuel sales are down about ½ compared to last year. She mentioned that seasonal activity is starting to increase so they are very optimistic. Aircraft rental is up from last month and flight instruction was also up. In addition, Century received a good report on AvWeb from a customer who was pleased by their services and amenities. Tony Gaerte finished his instrument rating last month. Finally, Lara mentioned that Century purchased Logbook Pro in the terminal lobby so that Pilots can track flight hours via computer now. This can be in addition to keeping a logbook hard copy and it is a fantastic backup should something happen to a logbook. This is a service that Century decided to offer after one of their customers lost their logbook when their vehicle was robbed in Fort Wayne.

Maintenance Project Manager Report:

Wappes reported that snow removal has tapered off. Gene is involving himself in the electronics portion of the new Wildlife Security Fence in order to better understand how everything works and to be able to give a correct prognosis in the situation something would go wrong. Wappes also mentioned that Gene was having troubles with the Fuel Farm motors going out. Staff is also starting to get ready for spring with equipment maintenance, rolling, etc.

Airport Manager Report:

Century Window: Couchman informed the members that after further discussion with Century, it was decided that a window looking from the FBO desk area to the ramp was the best solution ensuring that staff could not only see individuals at the entrance door but also activity on the main ramp. Couchman asked for a motion to use \$1,000.00 funds in Capital Improvement to build the window. Stump made the motion and was seconded by Moore, motion carried unanimously.

ITT Proposal: Couchman reported that ITT has been in contact with the Airport and has offered through a contract with the FAA to place Next Gen equipment at the DeKalb County Airport. The equipment has several abilities including flight and ground tracking, GPS enroute navigation, radar-like capability and other wiz bang features all part of the FAA's air traffic/air space restructuring project. There will be 800 of these facilities around the country and approximately 25% will be co-located at GA airports, where geographically possible. Couchman also mentioned that there would be no cost to the airport unless and until we want to add tracking or other capabilities to our ground vehicles. Couchman asked for board approval giving President Mason the right to sign the lease for the project once McCanna and Couchman are happy with it. Stump stated that much of what we attempt to do at DeKalb County Airport is not only to benefit our Airport but to benefit the region and aviation as a whole. Gaerte stated this project will most certainly benefit an area from Marion, IN to Kalamazoo, MI. Turner made the motion and was seconded by Stump, motion carried unanimously.

Consultant/Engineer Report:

Wildlife/Security Fence Project Update: Shaffer mentioned that 15 items remain on the 50 item punch list and Nationwide continues to make progress on those outstanding items. Change Order 2 and 3 are signed and awaiting completion. Due to the unforeseen prolonged construction schedule, Shaffer asked the board to let BF&S exceed their not to exceed funds in Amendment #1. He explained that this happens from time-to-time because even though it is nominally a not-to-exceed number it is really just a planning place holder in a federally funded project and this

is exactly the reason these projects are flexible enough to allow amendments up to 15% if needed. A motion was made by Wappes and seconded by Moore, motion carried unanimously.

See BF&S update.

Attorney:

None

BOAC Members:

None

Presidents Report:

None

Adjournment:

Mason adjourned the meeting at 2:15 pm.

**Next meeting April 17, 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