



# 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

April 17, 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 Vice President Turner called the meeting to order; in attendance were members Stump, Wappes, and Attorney McCanna. Also attending were County Council Liaison Andy Crow, Airport Manager Russ Couchman, Brett Campbell and Tony Steffen from BF&S, Lara Gaerte of Century Aviation, Contract Project Manager Gene Powell, Mike Votaw of Lakeland Electronics, Scott Keller of Nationwide Fence, Airport Intern Jessica Fender, Airport Contract Employee Kay Rowilson, Airport Consultant Don Smith.

**Public Comment:** None

#### **Secretary Report:**

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

#### **Treasurer Report:**

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

#### **FBO Operator Report:**

Lara Gaerte reported that in March Century did a little better than in February. Maintenance has been busy with normal upkeep. Gaerte reported that they have one new student and three returning students. Rental cars are steady and Hertz is doing much better than the previous rental agency. Fuel sales for both AvGas and JetA are down around one half from the previous year. The flight school 172 has a new engine. Lara is looking for a way to retain their Chart dealership for aviation charts, the requirement has changed for vendors and she is working to keep Century as a local Charts dealership. Century now carries tie downs in its Pilot Shop, and just recently became a David Clark Headset dealer. Century has started doing upset and spin training in the 152, with four students in the last month. Century is offering a Sun-N-Fun discount of twenty-five cents per gallon Avgas, starting April 18<sup>th</sup> and continuing until the 29<sup>th</sup> for those on their way to and from the event. Tony and Mike Quayle are attending on behalf of Century Aviation, meeting with GA officials to promote GWB.

**Maintenance Project Manager Report:** Couchman reported that general maintenance has kept him and Gene busy. Couchman stated that they are trying to do more repair and maintenance in house rather than hire outside

contractors to do the work. Recently rented a backhoe to do drainage work on the T-hangars and to widen the road at the equipment building. The roller has been repaired and most of the Airport proper has been rolled. Snow equipment is being put away and getting ready for summer mowing.

### **Airport Manager Report:**

House Maintenance: Couchman informed the members that there is a lot of rental home maintenance taking place. The home at 2564 CR 60 has a water problem in the basement, and quotes are pretty high to fix this problem. Couchman is looking for more reasonable and cost efficient way to take care of this problem. One vacant house should be demolished due to severe water and mold damage. Couchman will be getting quotes for this. Another home recently had carpet replaced and a window while yet another is having two doors replaced.

AES: Couchman is negotiating with AES to bring fiber out to the Airport. A price has been reached for this project and CEDIT money could cover part, or all of the cost. Couchman will meet with the County Commissioners to ask them about committing CEDIT money for this. Couchman stated that the upfront cost for this project would be around \$112,000.00. Bringing fiber out to the Airport would improve marketability immediately and in the future, also this would connect the Airport directly to the City/County network.

Cell Phone Repeaters: Couchman presented a new estimate for this project. Couchman asked Mike Votaw from Lakeland Electronics to comment on both the old estimate and the newer version. Mr. Votaw explained that the second estimate included some updates that were not available when the first estimate was given. The first estimate is still good and would work well if the BOAC wants to stay with it, but the upgrades provided in the second estimate would eliminate any dead areas in the back of the terminal building by providing 2 domes on each floor as opposed to 1 dome in the first estimate. This is for the Terminal building only, not the hangars. Stump asked Mr. Votaw how soon work would begin and was told, within the week of the signing, as early as next Wednesday. Stump also noted a safety concern regarding communications difficulties during a VIP airlift that could have been eliminated if Lakeland had completed this project months ago when it was initially bid. Lara questioned whether this would work in the back hangar, or would there be missed calls. Votaw stated that to be sure the hangar would receive coverage, another antenna would be needed adding approximately another \$1500.00. Wappes questioned the need for another bid on this amount. McCanna stated that all the original items on the first bid will be installed and anything added to the system after that is an upgrade so no bid is needed at this point. Stump asked Mr. Votaw how long it would take to have the hangars included in this, and was told the equipment is all there with the installation, he would just need to order a couple of antennas. Stump made the motion to include the hangars in the second estimate and to allow Couchman to spend up to \$1800.00 in addition to the \$3,852.37 in the second bid. Wappes seconded, motion carried.

Misc: Couchman had packets for the BOAC to look at with information on his presentation to the DeKalb Leadership Group. Couchman is trying to pick up where former Airport Manager Wade Troth with a Mission Statement and Value Statement for the Airport. Couchman feels that the logo contest/search judging will be easier if the BOAC has defined its mission and value statements ahead of time. This will be addressed again in some future meeting.

### **Consultant/Engineer Report:**

Fence Project: Certificate of Substantial Completion has been received; this certifies the date that substantial completion was achieved. Mr. Campbell asked the BOAC for a signature on this. In the absent of BOAC President Mason, Wappes made the motion to allow Turner to sign, motion was seconded by Stump. Motion carried.

See BF&S update.

### **Attorney:**

None

### **BOAC Members:**

Comment: Wappes told the BOAC that he has received a positive comment about the fence around the Airport.

**Presidents Report:**

None

**Adjournment:**

Turner adjourned the meeting at 1:45 pm.

**Next meeting May 15, 2009  
No Executive Session  
Public Meeting at 1:00 PM  
DeKalb County Airport  
Glenn Rieke Terminal Building**

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James Mason – President

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George Wappes – Secretary

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Jeff Turner – Vice-President

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Brad Stump – Treasurer

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Brad Moore

## BFS Agenda Items for the 4/17/09 DeKalb BOAC Meeting

### Action items on the agenda:

No action items.

**Discussion and Information items not included on the 4/17/09 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	1-Mar-09	\$157,894 Balance to be adjusted based on amendment conversation with Al Richardson at the FAA	Move balance to AIP-15 Balance \$0.00	Fed: 35,104.00 State: \$313.53
AIP-3-18-0004-015-2008	Install Perimeter Fencing and Phase 2	1-Oct-09	\$993,086.04	96% Balance \$40,901.81	Fed: \$537,955.00 State: \$2,045.63
AIP-3-18-0004-016-2008	Install Perimeter Fencing and Phase 2 AWOS III	1-Oct-09	\$61,559.00	0% Balance \$61,559.00	Fed: 0 State: 0
Summary All Fence Grants			\$1,175,779.26	91.29% Balance \$102,460.81	

### 1.0 Perimeter Wildlife and Security Fence AIP 14

- Change Order 2 was signed and executed by all parties on 3/17/09. This will upgrade the 3 CPE's to 6201 radios. The contractor had an additional 30 days to complete this work. During the shop drawing review we requested powered coated mounting hardware. This did not add any additional cost, but added 2 weeks in time because they had to send out the parts to get them powder coated. The total time for change order 2 then becomes 6 weeks.
- Change Order 3 for the terminal door modifications was signed and is already complete.
- The punchlist is now complete.
- The 10 day gate test is now complete.
- A final acceptance walk through will be conducted once the 30 day network test is complete. We will wait until Change Order 2 work is complete before we start the 30 day network trial to ensure we test the complete system.
- A detailed status report from the construction department will be provided at your meeting.

### 2.0 Runway 9-27 Length Justification/EA

- The sample letter was emailed out after the last meeting for your use. Please get your users to complete in support of your runway expansion. The letter specifically addresses aircraft type and operational weights to justify the required runway length.
- We submitted to the FAA a grant application along with a draft professional services agreement to satisfy their response to the Draft EA document. Once we receive FAA approval/grant we will submit the agreement to the BOAC.

### 3.0 ITT – FAA Next Generation Coordination.

- We began our coordination with ITT with regard to locating the equipment.
- We have given them two sites to consider. The first is just east of the terminal employee parking lot along CR 60 inside the airport fence. This site would have a 70' tower. The other site would be at the old Coffey property. This site would have a 120' tower.
- Everyone involved seems to prefer the site east of the terminal at this point.
- We are waiting to hear back from ITT to see which site they want to pursue.