



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

January 15, 2010

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 Wappes, Stump, and Moore. Also attending were, Airport Manager Russ Couchman, Paul Shaffer from BF&S, Tony Gaerte of Century Aviation, Contract Project Manager Gene Powell, Glen Litke from the Hoosier Air Museum and Mike Quayle.

Public Comment: Glen Litke stated that there may be some hot-air balloon pilots interested in operating during the DeKalb County Airport Open House Day on July 17, 2010. He asked that we begin discussing where we feel the best location would be for this kind of operation. The Board asked Couchman and Litke to talk further and get back to them with a plan. Stump stated that the normal procedure the Board adheres to include a formal proposal to include crowd control, insurance, exact numbers, and location, etc. Once the Board is satisfied with the proposal, they can then make an informed decision and vote appropriately.

Secretary Report:

Minutes: Turner 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 late December 2009 and January 2010. Motion to accept the Claims Dockets was made by Wappes, second by Stump, motion carried unanimously. Stump noted that the County Council made a request of all County Offices to submit a plan to cut 6.5% from their current 2010 budget should there be a tax shortfall. While it's not anticipated that there will be, we must for now move forward as if we have already carved this money from our current budget.

Late December 2009 Claims

600-11140.000.600	Employee Wages		\$2,773.76
12/11/2009	Russ Couchman	-\$1,386.88	\$1,386.88
12/25/2009	Russ Couchman	-\$1,386.88	\$0.00
600-12100.000.600	PERF		\$259.50
12/11/2009	Russ Couchman	-\$93.62	\$165.88

12/25/2009	Russ Couchman		-\$93.62	\$72.26
600-12200.000.600	Insurance			\$689.84
12/4/2009	Russ Couchman		-\$689.84	\$0.00
600-12300.000.600	Social Security			\$1,006.25
12/11/2009	Russ Couchman		-\$74.15	\$932.10
12/25/2009	Russ Couchman		-\$74.15	\$857.95
600-12400.000.600	FICA (actually medicare)			\$231.50
12/11/2009	Russ Couchman		-\$17.34	\$214.16
12/25/2009	Russ Couchman		-\$17.34	\$196.82
600-33510.000.600	Electric			\$2,211.61
12/15/2009	Indiana Michigan Power		-\$34.62	\$2,176.99
12/15/2009	Indiana Michigan Power		-\$1,342.47	\$834.52
12/15/2009	Indiana Michigan Power		-\$825.79	\$8.73
600-33540.000.600	Utilities			\$1,182.16
12/10/2009	National Serv-All		-\$68.14	\$1,114.02
600-33680.000.600	Repairs and Maintenance			\$282.18
11/18/2009	Transfer from Legal Fees		\$309.00	\$591.18

FUND 0605 LOAN REPAYMENT ACCOUNT

605-50000.000.605	Non-Budgeted Expense			\$9,818.94
12/17/2009	Receipts		\$8,409.52	\$18,228.46

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay			\$24,369.76
12/10/2009	Pat Longworth Excavating, INC.		-\$10,600.00	\$13,769.76

January Claims

600-11140.000.600	Employee Wages			\$37,820.00
1/8/2010	Russ Couchman		-\$1,400.74	\$36,419.26
600-12100.000.600	PERF			\$2,600.00
1/8/2010	Russ Couchman		-\$94.55	\$2,505.45
600-12200.000.600	Insurance			\$9,500.00
1/8/2010	Russ Couchman		-\$506.18	\$8,993.82
600-12300.000.600	Social Security			\$2,860.00
1/8/2010	Russ Couchman		-\$86.85	\$2,773.15
600-12400.000.600	FICA (actually medicare)			\$665.00
1/8/2010	Russ Couchman		-\$20.31	\$644.69
600.22110.000.600	Office Supplies			\$300.00
11/24/2009	Bassett office supplies		-\$237.66	\$62.34
600-22210.000.600	Petroleum Prod & Supplies			\$8,500.00

1/4/2010	North Central Co-op	-\$1,854.80	\$6,645.20
600.22310.000.600	Repair and Maintenance Supplies		\$8,000.00
11/25/2009	Taylor Rental	-\$40.00	\$7,960.00
12/2/2009	Classic City Auto	-\$6.59	\$7,953.41
12/2/2009	Classic City Auto	-\$83.66	\$7,869.75
12/2/2009	Mettert's Watercare Services (Salt)	-\$655.20	\$7,214.55
12/2/2009	Kendall Electric INC	-\$320.69	\$6,893.86
12/17/2009	Auburn City Hardware	-\$8.28	\$6,885.58
1/4/2010	Home Depot	-\$258.70	\$6,626.88
1/14/2010	Blue Globes	-\$1,691.77	\$4,935.11
1/14/2010	Blue Globes	-\$193.50	\$4,741.61
1/14/2010	Auburn City Hardware	-\$29.21	\$4,712.40
600-32840.000.600	Consultant Fees		\$8,000.00
12/3/2009	BF&S	-\$988.20	\$7,011.80
12/16/2009	BF&S	-\$583.33	\$6,428.47
1/11/2010	BF&S	-\$583.33	\$5,845.14
600-32880.000.600	Permit Fees		\$500.00
1/14/2010	IDEM Drinking Water Permit	-\$100.00	\$400.00
600.33240.000.600	Telecommunications		\$1,700.00
12/1/2009	Verizon	-\$146.54	\$1,553.46
1/4/2010	Russ Couchman	-\$34.18	\$1,519.28
1/11/2010	Qwest	-\$0.42	\$1,518.86
1/14/2010	Verizon	-\$105.35	\$1,413.51
600-33510.000.600	Electric		\$28,000.00
12/17/2009	Indiana Michigan Power	-\$84.80	\$27,915.20
1/14/2010	Indiana Michigan Power	-\$642.29	\$27,272.91
1/14/2010	Indiana Michigan Power	-\$2,061.51	\$25,211.40
1/14/2010	Indiana Michigan Power	-\$34.68	\$25,176.72
600-33540.000.600	Utilities		\$25,000.00
12/3/2009	Mediacom	-\$69.95	\$24,930.05
1/4/2010	NIF&L	-\$2,085.44	\$22,844.61
1/11/2010	National Ser-all	-\$67.97	\$22,776.64
1/11/2010	Indiana Michigan Power	-\$2,703.80	\$20,072.84
1/11/2010	Indiana Michigan Power	-\$34.68	\$20,038.16
1/14/2010	NIF&L	-\$377.24	\$19,660.92
1/14/2010	National Ser-all	-\$67.97	\$19,592.95
1/14/2010	Mediacom	-\$69.95	\$19,523.00
1/14/2010	City of Auburn (Sewer)	\$67.37	\$19,590.37
600-33680.000.600	Repairs and Maintenance		\$25,000.00
11/4/2009	OTIS	-\$1,269.56	\$23,730.44
11/20/2009	Picha Aircraft Radio	-\$295.00	\$23,435.44
11/18/2009	MARX Services	-\$591.00	\$22,844.44
12/16/2009	Larry's Lock& Safe	-\$263.00	\$22,581.44
12/16/2009	Larry's Lock& Safe	-\$805.34	\$21,776.10
12/17/2009	Till Lawn Care	-\$275.00	\$21,501.10
12/16/2009	Taylor Rental	-\$40.00	\$21,461.10
12/29/2009	Transfer to Equipment	-\$4,000.00	\$17,461.10

1/4/2010	A-1 Carpet Cleaning	-\$228.00	\$17,233.10
1/14/2010	Taylor Rental	-\$40.00	\$17,233.10

600.33940.000.600	Dues		\$850.00
1/4/2010	Auburn Butler Chamber of Partnership	-\$199.00	\$651.00

600-34330.000.600	Contractual Services		\$40,000.00
12/16/2009	Gene Powell	-\$1,396.11	\$38,603.89
12/16/2009	Russ Couchman	-\$320.00	\$38,283.89
12/16/2009	Travis Hadfield	-\$163.50	\$38,120.39
1/14/2010	Gene Powell	-\$1,711.40	\$36,408.99
1/14/2010	Russ Couchman	-\$320.00	\$36,088.99
1/14/2010	Travis Hadfield	-\$80.00	\$36,008.99

600.44430.000.600	Equipment		\$1.00
12/29/2009	Transfer from Repairs and Maintenance	\$225.00	\$226.00
12/3/2009	Bassett office supplies	-\$225.00	\$1.00

FUND 0605 LOAN REPAYMENT ACCOUNT

605-50000.000.605	Non-Budgeted Expense		\$25,333.46
12/16/2009	Wm. Bruce Scranage	-\$250.00	\$25,083.46
12/16/2009	Ned N.Schlosser	-\$250.00	\$24,833.46
12/15/2009	DeKalb Finanical (Brad Moore)	-\$25.00	\$24,808.46
1/4/2010	Wells Fargo	-\$1,121.00	\$23,687.46

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay		\$24,369.00
12/15/2009	JFNew	-\$1,280.50	\$23,088.50
12/16/2009	BF&S	-\$21,130.00	\$1,958.50
1/4/2010	BF&S	-\$225.69	\$1,732.81
1/4/2010	BF&S	-\$2,700.00	-\$967.19
1/11/2010	Pat Longsworth Excavating	-\$2,500.00	-\$1,148.19

FBO Operator Report:

Tony Gaerte reported that maintenance, while it looks low on the report, was actually busy and that will be reflected in the January numbers. Due to weather in December, the training aircraft didn't fly much. Total fuel sales for 2009 are 30% down from 2008. Overall things are slow, hours have been cut but no layoffs yet. The year did end in the black. Couchman stated that transient jet traffic still seems to be doing pretty good.

Maintenance Project Manager Report:

Wappes reported Gene worked 94 hours for the month. The focus has been on snow removal and keeping equipment maintained. Couchman stated that a replacement broom cartridge was purchased. This is the first we have purchased in the 4 years that we have owned the broom. We were told that the replacement was around \$8,000 but when we ordered it was less than \$1,700. In addition, we have been spending close to \$1,000 every time we replace the blades on the Plesis (tractor plow) and we do this at least twice per year. We recently found an outlet that will save us over \$600 per replacement.

Airport Manager Report:

Decker Property: Couchman reported that we recently received an e-mail from Mr. Decker's attorney wanting to know if we were interested in purchasing the property on the corner of CR 427 and CR 60, south side. After some discussion, the Board came to the conclusion that we simply didn't have sufficient reserves to make this lower priority purchase at this time.

ADS-B: Couchman stated that there have been several workmanship issues with the project but the crew is very responsive and cooperative when these issues are brought to their attention. The crew has also been very diligent in

closing the fence at night and maintaining a clean work environment. The biggest issue that has been brought to their attention is the likelihood that the floating concrete slabs that were poured directly on recently disturbed soil will undoubtedly slump and sink. This is something that will absolutely need to be addressed in the spring.

Consultant/Engineer Report:

See BF&S update.

Attorney Report:

None

Adjournment:

Turner adjourned the meeting at 1:59 p.m.

**Next meeting February 19, 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 1/15/10 DeKalb BOAC Meeting

Action items on the agenda:

No action items at this time.

Discussion and Information items not included on the 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 adjusted 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: 0 State: 0
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 starting 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.

- Site is under construction
- BF&S role with ITT is complete

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 was approved by the Board last meeting
- Russ to sign on 1/15/09