



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

July 16, 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 President Mason called the meeting to order; in attendance were members Turner, Wappes, and Moore. Also attending were, BOAC Attorney James McCanna, Airport Manager Russ Couchman, Paul Shaffer and Tony Steffen from BF&S, Lara Gaerte of Century Aviation, Contract Project Manager Gene Powell, Airport Contract Employee, Kay Rowilson, County Councilman and Airport Liaison Andy Crow, Airport Intern, Lauren Warner and Lindsey Brown from the Evening Star.

Public Comment: None

Secretary Report:

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

Treasurer Report:

Claims: Couchman presented claim dockets for June 2010. Motion to accept the Claims Docket was made by Turner, second by Moore, motion carried unanimously.

June 2010 Claims

600-11140.000.600	Employee Wages		\$21,819.18
6/1/2010	Russ Couchman	-\$1,454.62	\$20,364.56
6/15/2010	Russ Couchman	-\$1,454.62	\$18,909.94
600-10800.000.600	Other Pay (Board Members)		\$2,730.00
5/21/2010	Board Member Pay	-\$260.00	\$2,470.00
600-12100.000.600	PERF		\$1,519.91
6/1/2010	Russ Couchman	-\$98.19	\$1,421.72
6/15/2010	Russ Couchman	-\$98.19	\$1,323.53
600-12200.000.600	Insurance		\$6,982.38

6/1/2010	Russ Couchman	-\$502.86	\$6,479.52
600-12300.000.600	Social Security		\$1,938.75
6/1/2010	Russ Couchman	-\$81.27	\$1,857.48
6/15/2010	Russ Couchman	-\$81.27	\$1,776.21
600-12400.000.600	FICA (actually medicare)		\$451.99
6/1/2010	Russ Couchman	-\$19.01	\$432.98
6/15/2010	Russ Couchman	-\$19.01	\$413.97
600.22310.000.600	Repair and Maintenance Supplies		\$3,869.33
5/24/2010	Home Depot	-\$27.70	\$3,841.63
5/28/2010	Kendall Electric INC	-\$13.80	\$3,827.83
6/2/2010	Kendall Electric INC	-\$123.07	\$3,704.76
6/2/2010	Gasoline Equipment	-\$416.45	\$3,288.31
6/4/2010	Classic City Auto	-\$50.20	\$3,238.11
6/7/2010	Mettert's Watercare Services	-\$400.00	\$2,838.11
6/7/2010	Auburn City Hardware	-\$29.79	\$2,808.32
6/11/2010	Kendall Electric INC	-\$3.51	\$2,804.81
6/16/2010	Kendall Electric INC	-\$51.30	\$2,753.51
600-32840.000.600	Consultant Fees		\$3,377.22
6/4/2010	BF&S	-\$583.33	\$2,793.89
600-32880.000.600	Permit Fees		\$400.00
5/21/2010	Indiana Dept.of Homeland Security - Elevator Permit	-\$120.00	\$280.00
600.33240.000.600	Telecommunications		\$1,072.46
5/28/2010	Verizon Wireless	-\$104.07	\$968.39
600-33510.000.600	Electric		\$11,370.10
6/11/2010	Indiana Michigan Power	-\$945.56	\$10,424.54
6/11/2010	Indiana Michigan Power	-\$1,326.56	\$9,097.98
600-33540.000.600	Utilities		\$11,775.31
5/21/2010	City of Auburn	-\$67.37	\$11,707.94
5/28/2010	NIF&L	-\$26.06	\$11,681.88
6/4/2010	City of Auburn	-\$287.90	\$11,393.98
6/4/2010	NIF&L	-\$122.74	\$11,271.24
6/7/2010	National Serv-all	-\$73.85	\$11,197.39
600-33680.000.600	Repairs and Maintenance		\$3,171.29
5/24/2010	Phoenix Mech.	-\$750.00	\$2,421.29
5/24/2010	Picha Aircraft Radio	-\$295.00	\$2,126.29
5/28/2010	Taylor Rental	-\$40.00	\$2,086.29
5/28/2010	Phoenix Mech.	-\$147.00	\$1,939.29
600-34330.000.600	Contractual Services		\$24,661.28
6/7/2010	Kay Rowlison	-\$514.25	\$24,147.03
6/16/2010	Gene Powell	-\$1,713.40	\$22,433.63
6/16/2010	Jack Rowlison	-\$875.00	\$21,558.63
6/16/2010	Russ Couchman	-\$375.00	\$21,183.63

FUND 0605 LOAN REPAYMENT ACCOUNT

605-50000.000.605	Non-Budgeted Expense		\$34,679.17
5/21/2010	Indiana Business Banking - Wells Fargo	-\$1,121.00	\$33,558.17
5/21/2010	Hicksville Bank	-\$5,450.94	\$28,107.23

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay		\$13,566.32
5/28/2010	BF&S	-\$15,222.13	-\$1,655.81
5/28/2010	Mid West Aquatics	-\$560.00	-\$2,215.81

FBO Operator Report:

Lara Gaerte reported that they have one new student. Av-Gas fuel sales for June were very good, better than last year at this time. Jet is slower. Rental cars are slow with only four in the month of June. The Commemorative Air Force B-17 was here over the weekend of July 9th through July 11th. Crowds were exceptional with a continuous line of people going through the plane. 1,245 gallons of AV-Gas was purchased for the B-17 which helped the monthly sales. Gaerte reported a total of 15 students in the flight department, and also maintenance is keeping busy. Instruction and rentals are up for June. Century is gearing up for the open house June 16th; several groups will be here, CAP, Ninety-Nines and others. It is looking to be a very good week-end. The CAP plane flew a total of 35.6 hours in June.

Maintenance Project Manager Report:

Couchman reported that along with the normal maintenance of mowing, they have pressure tested the AV-Gas tank at the fuel farm. One small leak was detected which is normal. In the near future there will be an inspection of the interior of the fuel tanks to make sure all is well. Mason asked how the fuel farm is doing over all; Couchman stated that overall everything is good. All the equipment has been cleaned and will be on display for the open house. Lara mentioned that the new owners of the Auction Park visited the Airport, and told her they will be seeing them again.

Airport Manager Report:

Bond Report: Couchman reported to the BOAC that he had contacted Baden, Gage & Schroeder for help in creating a Five Year Arbitrage Bond report. After talking with BOAC Attorney McCanna it was deemed unnecessary to create a report, so the Firm was not needed. McCanna placed a call to the Firm to let them know their services would not be needed. A bill was then received for their research and work and Couchman felt it should not be paid as their assistance was never needed and no engagement letter had been signed, McCanna agreed. Turner asked that Couchman phone the firm again and clear up this issue.

AAI Quarterly Meeting: Couchman along with Lara Gaerte from Century Aviation and Lauren Warner, Airport Intern attended the AAI Quarterly Meeting held in Logansport on July 15th. They all had a good time but had to leave early to fly back before the storms arrived.

Consultant/Engineer Report:

See BF&S update.

AAI Quarterly Meeting: Shaffer reported to the BOAC on the AAI meeting. Legislation on State Funding for Aviation was the topic of discussion, much of what was said, has been said over and over at previous meetings in years past. Since INDOT took over the Aviation department, Aviation has become the low man on the totem pole. How to elevate Aviation back up in transportation or to split it off into its own department was the main topic. The basic line of thought is to get the Governor back on board. It will take many years to get this accomplished, but the time to start is now. Everyone was encouraged to keep their Legislators informed on how important and valuable their Airports are to the community.

Attorney Report:

None

Adjournment:

Turner made a motion to adjourn the meeting at 1:50 p.m., with a second by Wappes, motion carried unanimously. The meeting was adjourned.

**Next meeting August 20, 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 7/16/10 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	Total Grant All	Financially	Pay Request After Last
AIP-3-18-0004-017-2009	Extend Runway 9-27 (Planning) - Phase 2 Environmental Coordination, Survey, Layout and Geometry Part A	November 2011	\$51,256	100% Balance \$0.00	Fed: \$0 State: \$0
AIP-3-18-0004-018-2009	Extend Runway 9-27 (Planning) - Phase 2 Environmental Coordination, Survey, Layout and	November 2011	\$101,307.00	25% Balance \$75,980.25	Fed: \$0 State: \$0
Summary All Open Grants			\$152,562.79	50.20% Balance \$75,980.25	

1.0 Runway 9-27 Length Justification/EA

- FAA utilities have been surveyed. There are a few lines that are missing because the FAA did not mark them. We will put our drawings together and send them to the FAA to fill in the blanks.
- Began layout on the grading limits to begin the assessment of the wetland impact.
- Wildlife Hazard Assessment began April 19 and 20, 2010. Subsequent field visits have occurred for monitoring purposes. Quarterly reports will be produced as the assessment progresses.
- Discussed the additional 100' of runway with Ben. He indicated that the big issue would be if it increases the environmental impact the he certainly would object. If the environmental impact was found to be non-significant then he could discuss funding the 100' feet with local funds. We will continue to pursue the 100' as we move forward.
- We have proceeded on with the forecast now that we have an agreed upon runway length. Should have something submitted to the FAA by the end of the month.

2.0 Wetland Easement.

- We are still awaiting a new legal description from the BF&S right-of-way department. We expect this any day. Once the formal legal description is done Jim can finish the paper work.

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 agreement with BF&S has been given to Brad for consideration.

4.0 Hangar Development

- We have generated a drawing set for a 6 unit t-hangar and a 3 unit executive class hangar geared toward private investors at the airport.
- Quotes are being received on the building projects as a whole and in an itemized fashion to allow us to achieve the best price for the private investor. Quotes have been coming in slowly.