



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

August 20, 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, BOAC Attorney James McCanna, Airport Manager Russ Couchman, Paul Shaffer from BF&S, Lara and Tony Gaerte of Century Aviation, Contract Project Manager Gene Powell, Airport Contract Employee, Kay Rowilson, County Councilman and Airport Liaison Andy Crow, and Airport Consultant Don Smith.

Public Comment: None

Secretary Report:

Minutes: Turner presented the minutes of the previous meeting. 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 July 2010. Motion to accept the Claims Docket was made by Wappes, second by Moore, motion carried unanimously.

August 2010 Claims

600-11140.000.600	Employee Wages		\$16,000.70
7/20/2010	Russ Couchman	-\$1,454.62	\$14,546.08
8/3/2010	Russ Couchman	-\$1,454.62	\$13,091.46
8/17/2010	Russ Couchman	-\$1,454.62	\$11,636.84
600-10800.000.600	Other Pay (Board Members)		\$2,210.00
7/16/2010	Board Member Pay	-\$260.00	\$1,950.00
600-12100.000.600	PERF		\$1,127.15
7/20/2010	Russ Couchman	-\$98.19	\$1,028.96
8/3/2010	Russ Couchman	-\$98.19	\$930.77
8/17/2010	Russ Couchman	-\$98.19	\$832.58

600-12200.000.600	Insurance		\$5,976.66
8/3/2010	Russ Couchman	-\$502.86	\$5,473.80
600-12300.000.600	Social Security		\$1,613.67
7/20/2010	Russ Couchman	-\$81.27	\$1,532.40
8/3/2010	Russ Couchman	-\$81.27	\$1,451.13
8/17/2010	Russ Couchman	-\$81.27	\$1,369.86
600-12400.000.600	FICA (actually medicare)		\$375.95
7/20/2010	Russ Couchman	-\$19.01	\$356.94
8/3/2010	Russ Couchman	-\$19.01	\$337.93
8/17/2010	Russ Couchman	-\$19.01	\$318.92
600-22210.000.600	Petroleum Prod & Supplies		\$4,899.00
7/6/2010	North Central Co-op	-\$1,624.50	\$3,274.50
600.22310.000.600	Repair and Maintenance Supplies		\$2,753.51
7/6/2010	Home Depot	-\$226.12	\$2,527.39
7/6/2010	VanGorder Sales	-\$235.51	\$2,291.88
7/6/2010	Classic City Auto	-\$129.69	\$2,162.19
7/14/2010	Big C Lumber	-\$192.85	\$1,969.34
7/14/2010	Home Depot	-\$69.00	\$1,900.34
7/14/2010	Auburn City Hardware	-\$41.00	\$1,859.34
600-32840.000.600	Consultant Fees		\$2,793.89
7/7/2010	BF&S	-\$583.33	\$2,210.56
600.33240.000.600	Telecommunications		\$968.39
7/6/2010	Verizon Wireless	-\$111.21	\$857.18
7/9/2010	Qwest	-\$0.42	\$856.76
600-33510.000.600	Electric		\$9,097.98
7/14/2010	Indiana Michigan Power	-\$1,432.34	\$7,665.64
7/14/2010	Indiana Michigan Power	-\$913.23	\$6,752.41
600-33540.000.600	Utilities		\$11,197.39
7/6/2010	NIF&L	-\$77.72	\$11,119.67
7/6/2010	City of Auburn	-\$67.37	\$11,052.30
7/9/2010	City of Auburn	-\$287.90	\$10,764.40
7/14/2010	National Serv-all	-\$74.14	\$10,690.26
600-33680.000.600	Repairs and Maintenance		\$1,939.29
7/6/2010	Priority 1	-\$322.62	\$1,616.67
7/6/2010	Spade Heating	-\$80.00	\$1,536.67
7/6/2010	Taylor Rental	-\$40.00	\$1,496.67
600.33940.000.600	Dues		\$376.00
7/6/2010	AAI dues	-\$300.00	\$76.00
600-34330.000.600	Contractual Services		\$21,183.63
7/14/2010	Jack Rowlison	-\$912.50	\$20,271.13
7/14/2010	Gene Powell	-\$1,763.17	\$18,507.96
7/14/2010	Russ Couchman	-\$375.00	\$18,132.96

7/14/2010	Kay Rowlison		-\$577.54	\$17,555.42
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FUND 0605 LOAN REPAYMENT ACCOUNT

605-50000.000.605	Non-Budgeted Expense			\$28,107.23
7/6/2010	Indiana Business Banking - Wells Fargo		-\$1,121.00	\$26,986.23
7/6/2010	Hicksville Bank		-\$5,450.94	\$21,535.29

FUND 0610 PUBLIC AIRPORT CAPITAL IMPROVEMENT

600-44210.000.600	Capital Outlay			-\$2,215.81
7/6/2010	Mid West Aquatics		-\$560.00	-\$2,775.81
7/6/2010	BF&S		-\$19,222.41	-\$21,998.22

FBO Operator Report:

Lara Gaerte gave a presentation of Century’s new web-site (www.flywithcentury.com), which is linked from AirNav and the Airport’s website (www.dekalbcountyairport.com). She stated they are very happy with it and have received very positive feedback. She also brought up the new DeKalb County Airport Facebook page Couchman created. Gaerte reported a new student who transferred from Smith Field, and two returning pilots who have not flown for awhile. Century has new flag banners located along the fence West of the Terminal, and they have advertising banners on the fence along CR 427. Student hours are up but rental hours are down. Maintenance is trending up from last year. Jet fuel sales are down, partly due to based corporate not flying as much as in the past. Transient gallons are holding steady. AvGas was very good for July.

Maintenance Project Manager Report:

Wappes reported Gene worked 130 hours, mostly spraying weeds and mowing. Normal light replacement and equipment maintenance was also completed.

Airport Manager Report:

FBO Utilities: Couchman stated that Century’s lease mandates that they will pay for their Utilities at the rate of 25% in the 3rd year, 50% in the 4th year, and 75% in the 5th year, (we are currently entering the 4th year). Due to the drop in the economy the BOAC delayed collecting Utilities last year to help Century as a new start-up. Couchman recommended that since the economy has not shown significant recovery, the same logic should be applied to this year and no utilities should be charged to Century. After extensive discussion, the BOAC agreed. Stump made a motion to delay collecting Utilities for the period of one year, second by Wappes. Motion carried unanimously.

AAI: Couchman informed the BOAC that the Annual AAI meeting will be held in French Lick on October 12-15th. County Commissioners have only approved two board members to go, Stump will be attending as he has been asked to give a report, Moore stated that he would like to attend also. The BOAC was in agreement with Stump and Moore attending.

Wildlife Assessment: The quarterly report for Wildlife Hazard Assessment found geese around the Diamond Lake Estates. Diamond Lake Estates agreed to mitigation efforts when seeking permission to develop, Couchman stated the Airport will have to hold them to this agreement.

Open House: Couchman told the BOAC that a Hot Wash was held after the Open House, to discuss how it went and what can be done to make it better next year. One of the things that came up during this was the problem of getting people back and forth to the Hoosier Air Museum. Larry Stone found a trailer for sale that was already equipped with bench seats. Mr. Stone made an offer and it was accepted. \$800.00 was collected for this purchase, with funds coming from the Hoosier Air Museum, Mr. Stone and Phyllis, Century Aviation and the remaining unused funds from the Open House. No public money was spent on this wagon. McCanna stated that is should be added to the Airport Insurance with all the owners named. It is not licensed for road use, and will only operate on Airport property.

Consultant/Engineer Report:

Pay Request: Shaffer reported to the BOAC that Stump signed a Federal pay request in the amount of \$584.00 to the State, and \$22,225.00 Federal. This will be mailed in and show up on next month’s report.

See BF&S update.

Attorney Report:

Easement: McCanna told the BOAC he would have something on the Smith easement at the next meeting.

McCanna informed the BOAC that he is joining the law firm of, Burt, Blee, Dixon, Sutton, & Bloom as of September 1, 2010. McCanna assured the BOAC this change would not affect the legal services to the BOAC. His address and contact number will remain the same.

Adjournment:

The meeting was adjourned at 2:05 p.m.

**Next meeting September 17, 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 8/20/10 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

- Survey was sent to the FAA to fill in the blanks on FAA utilities.
- Grading limits are being developed 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.
- Preliminary forecast approach has been submitted to Ben.

2.0 Wetland Easement.

- Legal descriptions for the revised easement are now 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 Hangar Development

- We have two solid quotes on the building projects. We are not satisfied with the pricing. We have contacted a third contractor to get another opinion.