



# DeKalb County Airport Authority

2710 County Road 60 STE 200 | Auburn, IN 46706-9568

Jess Myers, President  
Jerry Korczyk, Vice President

Donn Starkey, Secretary  
Don Tribbett, Attorney

Brad Hartz, Member  
Randy Fox, Member

## MINUTES

June 21, 2019

**DeKalb County Airport Authority Scheduled Meeting:** The DeKalb County Airport Authority members met in the Conference Room of the DeKalb Airport for the regular monthly meeting which began at 1:00 pm. In attendance at the meeting were; President Myers, Vice-President Korczyk, Secretary Starkey and members Fox and Hartz, Airport Manager Couchman, Assistant Manager Hoit, Airport Maintenance employees Powell and Walter, Airport Attorney Don Tribbett, John Feister from BF&S and Steve McMurray from Century Aviation. Myers opened the meeting with the Pledge of Allegiance.

**Approve Agenda:** Myers presented the agenda for the June 21<sup>st</sup>, 2019 Board Meeting. Korczyk made a motion to approve the agenda with a second by Starkey. The motion passed unanimously.

**Minutes:** Myers presented the May 17<sup>th</sup>, 2019 meeting minutes for approval. Korczyk made a motion to approve the previous meeting minutes with a second from Starkey. The motion passed with Hartz abstaining due to his absence last month.

**Claims:** Myers presented the June 2019 claims dockets for approval. Korczyk made a motion to approve the claims with a second from Starkey. The motion passed unanimously.

### **Managers' Report:**

**Employee Handbook:** Couchman presented the DeKalb County Airport Authority Employee Handbook draft dated June 21, 2019 Rev 1.0 to the DCAA Board. He stated that Mr. Tribbett has been working with staff during the redraft and we all feel that it is a very solid document. After some discussion, Korczyk made a motion to adopt the policy with a second from Fox. The motion passed unanimously.

**I & M Release:** Couchman explained that we are working with Johnson Mellow on something called a Guaranteed Savings Program as allowed for in state law. The engineers working on the project need detailed electrical usage information so that they can appropriately size potential solar panels and estimate savings over time. Couchman stated that he was uncomfortable granting online access to our utility data without advising the Board and seeking input and concerns. Having heard no concerns, he stated that he will sign the release and have further updates at a later date.

**FBO Brief:** None, reports sent via email.

**Consultant/Engineer Report:** Feister presented the fiscal year 2020-2022 DBE goals for adoption by the Board. After some discussion Fox made a motion to adopt FY 2020-2022 with a second from Starkey. The motion passed unanimously.

The adopted goals will need to be placed on the website for a month and then at our next meeting we will hold a public comment period.

Feister then presented the current CIP plan received back from the state. For FY 2019 it looks like our wetland mitigation will be covered by grant and the next 4-years look very promising as well with the runway extension project falling in line nicely.

BF&S is drafting a written update of the EA to reflect the changes recently approved by the ADO. Also, the ALP updates are complete and ready to submit to the FAA. Feister asked that the Board sign the document.

MKS is in the process of addressing the final punch list items on the ramp. BF&S will most likely be onsite for the final push to make sure all is handled properly.

Couchman asked that we begin to have discussions regarding potentially purchasing the remaining homes on the East end of the airport. Feister and Shaffer will discuss further and get back with the Board.

See printed update.

**Attorney Brief:** Tribbett stated that he now has the appraisal and the review appraisal in hand for the Nelson home. They came in at \$62,500.00. After some discussion, Fox made a motion to direct Tribbett to make a uniform offer at \$62,500.00 with a second from Korchyk. The motion carried unanimously.

**Committee Briefs:** Couchman stated that the Open House Committee met, the Wings, Wheels and Wagons event date is locked in for September 15, 2019 from 11:00 am to 4:00 pm. The kid's zone bounce house, obstacle course and jousting are locked in and Truckin' Tim will be back as the DJ. We are expecting a T-28, an A-10, a Harpoon, State Police Helicopter, and a Civil Air Patrol Cessna. Tony Gaerte offered to allow the committee to auction one or two rides in the Waco. There will be a petting zoo again, horse drawn wagon rides, and tractor pulled wagon rides, tractor show, car show, young eagles (kids 8-17 fly free) and a donation lunch, however, the vendor is currently unknown.

**Board Member Briefs:** None.

**Upcoming Events:** Breakfast at the VAA 37 hangar every 4<sup>th</sup> Saturday of the month except for July due to Oshkosh. The Ford Tri-motor will be on the airport giving rides and tours on Sunday September 1<sup>st</sup>. Flights will run continuously throughout the day from 9-5 and the cost will be \$52-\$72 per person.

**Public Comments:** None.

**Adjournment:** The meeting was adjourned at 2:27 pm.

**Next meeting July 19, 2019  
Public Meeting at 1:00 PM  
DeKalb County Airport  
Glenn Rieke Terminal Building**

\_\_\_\_\_  
Jesse Myers – President

\_\_\_\_\_  
Jerry Korchyk – Vice President

\_\_\_\_\_  
Donn Starkey – Secretary

\_\_\_\_\_  
Brad Hartz – Member

\_\_\_\_\_  
Randy Fox –Member