



# DeKalb County Airport Authority

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

Jess Myers, President  
Jerry Korchyk, Vice President

Donn Starkey, Secretary  
Don Tribbett, Attorney

Brad Hartz, Member  
Randy Fox, Member

## MINUTES

October 25, 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 Korchyk, Secretary Starkey and members Fox and Hartz, airport attorney Tribbett, Assistant Airport Manager Hoit, Airport Maintenance employees Powell and Walter, and Tony Gaerte from Century Aviation, Lara Gaerte was conferenced in, and John Feister from BF&S. Myers opened the meeting with the Pledge of Allegiance.

**Approve Agenda:** Myers presented the agenda for the October 25, 2019 Board Meeting. Korchyk made a motion to approve the agenda with a second by Starkey. The motion passed unanimously.

**Minutes:** Myers presented the September 20, 2019 meeting minutes for approval. Fox made a motion to approve the previous meeting minutes with a second from Korchyk. The motion passed unanimously.

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

### **Managers' Report:**

**Loan Refinance Commitment:** Couchman explained that we have just one loan and it is from the construction of T-hangers 5-years ago. The loan had a balloon payment or refinance option at the end of 5-years with pre-determined rates. The Commitment presented to the Board is actually at a lower rate than initially expected. Since this is a loan contract and simply a refinance at very good rates, Couchman suggested that the Board vote to allow him to sign the commitment and to allow President Myers to sign the contract when drafted. After some discussion, Korchyk made a motion directing Couchman to sign the Commitment as presented, and to allow President Myers to sign the loan contract when complete, with a second from Starkey. The motion passed unanimously.

**State Grant #2004026:** Couchman presented the state portion of the 2019 federal grant for \$28,790.00. The federal grant has already been accepted but we try to get every part of the grant process approved by the Board for audit continuity. Starkey made a motion to approve President Myers signing the Grant and Attorney Tribbett Attesting, with a second from Korchyk. The motion passed unanimously.

**Real Estate Appraisal Contract:** Couchman explained that he failed to include the appraisal contract for approval at the last meeting so he is now asking for the Board to ratify his signing of the agreement. The Review Appraisal has already been approved and signed as well. The appraisal will take place later in October. Fox made a motion to ratify Couchman's signature with a second from Korchyk. The motion passed unanimously.

**FBO Brief:** Gaerte presented the data from the FBO. The flight school is down from last year, maintenance is up, car rental is holding steady. Avgas and jet-A are both trending down for the year.

**Consultant/Engineer Report:** Feister stated that their environmental folks are coordinating with IDEM and the Army Corps of Engineers. It is still hoped that the wetland mitigation credits can be purchased yet this year. Also, BF&S is looking at shortening the bridge over the wetlands and redesigning the intersection where the ditch was relocated. BF&S is planning a call to the FAA to verify funding is falling into place with discretionary money in the coming weeks and will coordinate with the airport to participate. The FAA has asked that departure surfaces be added to the ALP process. This will mean multiple new sheets added to the ALP and additional time. The project is still moving forward. The CIP draft will be presented to the Board in November for review. Feister then asked for signatures from Myers on the Federal Financial Report which simply shows the status of all outstanding grants.

**Attorney Brief:** Tribbett stated that closing on the Don Nelson property is set for Thursday October 31<sup>st</sup>. He asked Couchman to carry the associated lease to the closing for signature and notary during closing. He also stated that the appraisal of the Dickmeyer home will be sometime towards the end of the month.

**Committee Briefs:** Korchyk noted that he installed a solid state drive on one of the staff laptops. Fox noted that in the open house hotwash it was decided that the event would be held every other year to prevent burnout. Couchman noted that the only complaint was that the horse drawn wagons were waiting too long in one place rather than continuously moving.

**Board Member Briefs:** Hartz asked about the status of the museum. Couchman stated that the move is moving forward and it's anticipated that it will take upwards of a year.

**Upcoming Events:** Hartz reminded the Board that VAA37 will be serving breakfast again on the 26<sup>th</sup>.

**Public Comments:** None.

**Adjournment:** The meeting was adjourned at 2:04 pm.

**Next meeting November 15, 2019  
Public Meeting at 1:00 PM  
DeKalb County Airport  
Glenn Rieke Terminal Building**

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Jesse Myers – President

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Jerry Korchyk – Vice President

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Donn Starkey – Secretary

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Brad Hartz – Member

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Randy Fox –Member