



23 January 2024 LCCAA BOARD Meeting

Attendance: Chad Weisend, Stephen Plank, Mark Hammons, Mark Hildenbrandt, Mark Lowry, Attorney & Engineering,

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular)

Motion to Modify and Approve the Agenda to put Engineering First on the day's agenda by Mark Lowry, 2nd by Mark Hildebrandt, Roll Call - Unanimous Vote

PUBLIC COMMENTS: None

Attorney: Nothing

OLD BUSINESS

1. **Committee Reports:**
2. **Finance –**
3. **Facility – Manager Report**
4. **Personnel – Ordinance 2023-03**

NEW BUSINESS

1. **Financial Reports –** Motion to approve Financial Reports by Mark Lowry, Mark Hildenbrandt 2nd the motion, Roll Call – Unanimous Vote.
2. **Payables for Approval – \$168,589.36 –** Motion to approve Accounts Payables in the amount of \$87,101.44 by Mark Lowry, Mark Hildenbrandt 2nd, Roll Call – Unanimous Vote.
3. **Authorization to Pay - \$11,324.00 –** Motion to approve Authorization to Pay in the amount of \$95,681.50 by Mark Lowry, Mark Hammons 2nd, Roll Call – Unanimous Vote.

ENGINEERS REPORT

**BF&S Agenda Items
1/23/2024
Board Meeting
Logansport Cass County Airport Authority**

Engineering related action items to be included on the agenda:

1. Motion to approve FAA AIP-31 Partial Pay Request # 3 for; Federal share \$4,522, State share \$251.25, Local share \$251.75, Totaling \$5,025.00. [Motion to approve Pay Request #3 by Mark Hildenbrandt, Mark Lowry 2nd, Roll Call – Unanimous Vote.](#)
2. Motion to approve the Fiscal year 2024 Non-primary Entitlement Intent Letter - [Motion to approve 2024 Intent Letter by Mark Hildenbrandt, Mark Hammons 2nd, Roll Call – Unanimous Vote.](#)
3. Motion to advertise the corporate hangar to receive bids in March. - [Motion to advertise for Corporate hangar bids by Mark Lowry, John Wicker 2nd, Roll Call – Unanimous Vote.](#)
4. Motion to advertise fence relocation project to receive bids in March. - [Motion to advertise for Corporate hangar bids by Mark Lowry, John Wicker 2nd, Roll Call – Unanimous Vote.](#)
5. Motion to approve the BIL apron expansion professional services agreement. [Motion to advertise for Corporate hangar bids by Mark Lowry, Mark Hammons 2nd, Roll Call – Unanimous Vote.](#)

Information on items not requiring Board action:

Open Grants:

Grant	Description	Anticipated Close Out	Total Grant All Shares	Financially Complete	Balance
3-18-0051-031-2023	Conduct Environmental Assessment for Taxiway A Re-alignment, Airfield Drainage Improvements, and Taxiway A Rehabilitation.	10/10/2026	\$185,600.00	0%	\$185,600.00

1.0 Bipartisan Infrastructure Law (BIL)

- The FAA has confirmed the project's eligibility and agreed to proceed with utilizing FY 22 & 23 Bill funds with a total of \$283,333 (Fed \$314,814, State \$17,489, Local \$17,489).
- We plan to advertise for bids for the fence in January.
- Per our discussion in the December 2023 meeting, we plan to use your remaining BIL funds for FY 24,25 & 26 totaling \$480,000 (Federal \$432,000, State \$24,000, Local \$24,000) for an apron expansion to replace the lost apron as a result to the future parallel taxiway project. The airport will need to cash flow this upfront and be

reimbursed in FY 24,25 & 26.

- Will need to complete an additional environmental, Part 163, and ALP update for the apron project.

2.0 Parallel Taxiway Re-Alignment Project

- The environmental document is complete and ready for submission.
- Survey is being processed.
- Waiting for a meeting with BHJ. Nick Hanish, Commercial Manager, has not responded.

3.0 Hangar project

- The environmental document has been submitted.
- Plans are 90% complete based on comments from last meeting.

4.0 Capital Improvement Plan (CIP)

- The 2025-2029 CIP has been submitted to FAA/INDOT

AIRPORT MANAGER'S REPORT

1. Tim Dalton Debt – Last check was on 6/01/2023
2. Corporate Hangar – Engineering Report
3. Equipment and Facility Issues:
 - a. Board Room Window Coverings – Anderson Glass and Harris Glass do not deal with window coverings. Will continue to look for someone. Board recommended to check with Graymill
 - b. Board Room Conference Chairs – On order should be here by the end of the month.
 - c. Harold Price – The FAA has awarded him the Master Pilot Award. But there was a cost for the Plaque of \$63.50, I went ahead and paid for the plaque assuming you would approve. If not I will re-imburse the airport. He does not know yet, the certificates and plaque should be in by the end of the month. So, my question is how would you like to present this award to him? Do we want to have a small get together. My recommendation would be to do it at our next EAA meeting which is the first Monday of the month @ 5:00pm. If the plaque and certificate are here. If not we can wait until the March meeting. Motion to donate \$100 to Harold Price Master Pilot Award ceremony by Mark Hildenbrandt, Mark Hammons 2nd the motion, Roll Call, Unanimous vote.

BOARD MEMBER COMMENTS – None

AIRPORT STAFF COMMENTS – None

ADJOURNMENT – Motion to Adjourn – Mark Hammons, John Wicker 2nd the motion, Roll Call Unanimous Vote.

NEXT MEETING – Tuesday 27 February 2024 at 11:30 a.m. at the LCCAA Terminal Operation Center.

This meeting is a meeting of the LCCAA BOARD in public for the purpose of conducting Logansport/ Cass County Airport Authority business and is not considered a public community meeting. There will be time allotted for public comments by invitation as indicated on the agenda.

Stephen Plank
President Stephen Plank

Attest [Signature]