

22 October 2024 LCCAA BOARD Meeting

Attendance: Chad Weisend, Stephen Plank, Mark Lowry, Molly Sterrett, Dave Burmett, Attorney & Engineering,

CALL TO ORDER:

APPROVAL OF AGENDA AND MINUTES (Regular) Motion to approve Agenda and Minutes by Molly Sterrett, Mark Lowry 2nd the motion, Roll Call – Unanimous Vote

PUBLIC COMMENTS: None

Attorney: Nothing

OLD BUSINESS

1. **Committee Reports:**
2. **Finance –**
3. **Facility – Manager Report**
4. **Personnel –** Personnel Policy Handbook update. I incorporated the recommended changes the Attorney suggested. It is ready for your review and adoption. Motion to approve Personnel Policy Handbook by Mark Lowry, Molly Sterrett 2nd the motion, Roll Call- Unanimous Vote

NEW BUSINESS

1. **Financial Reports –** Motion to approve Financial Reports by Molly Sterrett, Mark Lowry 2nd the motion, Roll Call – Unanimous Vote.
2. **Payables for Approval – \$57,644.31 –** Motion to approve Accounts Payables in the amount of \$127,819.21 by Molly Sterrett, Mark Lowry 2nd, Roll Call – Unanimous Vote.
3. **Authorization to Pay - \$11,324.00 –** Motion to approve Authorization to Pay in the amount of \$11,324.00 by Molly Sterrett, Mark Lowry 2nd, Roll Call – Unanimous Vote.

ENGINEERS REPORT

**BF&S Agenda Items
10/22/2024
Board Meeting
Logansport Cass County Airport Authority**

Engineering related action items to be included on the agenda:

1. Motion to submit the Annual SF425 Year End Financial Report to the FAA. [Motion to approve Authorization to Pay in the amount of \\$11,324.00 by Mark Lowry, Dave Brumett 2nd, Roll Call – Unanimous Vote.](#)
2. Motion to approve the Disadvantage Business Enterprise update and sign policy statement. – [Voted on @ September Meeting.](#)
3. Motion to approve pay application 3 to R. Yoder Construction in the amount of \$249,005.45. [Motion to approve Authorization to Pay in the amount of \\$11,324.00 by Mark Lowry, Molly Sterrett 2nd, Roll Call – Unanimous Vote.](#)
4. Consideration of the draft 2025-2030 CIP.

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	60.37%	\$73,559.14
3-18-0051-032-2024	Wildlife Control & Security Fence Re-Alignment - 2,990LF	12/2024	\$333,930.00	7.04%	\$310,430.00
3-18-0051-033-2024	Apron Expansion	12/2025	\$109,403.34	0%	\$109,403.33
3-18-0051-033-2024	Taxiway A Realignment – Design – Part B	12/2025	\$314,414.44	0%	\$314,414.44

1.0 Parallel Taxiway Re-Alignment Project

- The drainage report is now complete. Jack Honeycut will be at the meeting to give an update.
- We sent BHI a meeting request to discuss the pipe relocation and easement.

2.0 Hangar project

- Construction is progressing
- Pay Application 3 is ready for approval

3.0 Fence Project

- The fence construction is underway.

4.0 Apron project

- We are working on getting the FAA concrete mix designs approved

5.0 CIP

- INDOT and FAA have requested a CIP with you on 10/23/24 at 8:15AM - 9:00 AM.
- Steve and Chad are planning to attend.
- A draft agenda is attached for use in the meeting.

6.0 Pavement Strength.

- The PCR was recalculated with a fleet mix that yields 120/F/D/X/T
 - F= flexible
 - D= poor subgrade
 - X= high tire pressure
 - T= technical calculation

AIRPORT MANAGER'S REPORT

1. Tim Dalton Debt – Continues to Pay
2. Corporate Hangar – Engineering Report
3. Equipment and Facility Issues:
4. T-Hangar Roof leaking water – Contractor completed the reseal on Hangar A.
5. Runway lights – The runway lights stop working, contractor troubleshot down to a bad circuit card. They had to wire in the old power regulator to get the lights back up to work. The two phase power surge protector has one phase that was bad. They are thinking that is what caused the circuit card to go out. **Parts on back order.**
6. Open house, we had a pretty good open house. The weather hindered the start but got better later in the day. Would like to see if we could get power stubbed out in front of the terminal building for future events.
7. Security for the new hangar, had our IT and Security company come out to look at getting security camera's to the new hangar. Also we discussed getting wifi down to the T-Hangars, waiting on an estimate from both.
8. Hangar tenant requesting to insulate and install heat system in hangar. – Board wants him to submit design / plans for review.
9. Tenant would like to Heat/Cool and Insulate his hangar. – Board would like Tenant to present design / plans for review.

BOARD MEMBER COMMENTS – None

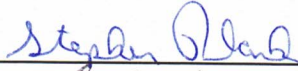
AIRPORT STAFF COMMENTS – None

ADJOURNMENT – Motion to Adjourn – Mark Lowry, Molly Sterrett0 2nd the motion, Roll Call Unanimous Vote.

NEXT MEETING – Tuesday 26 November 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



Attest

