

**MINUTES OF THE REGULAR MEETING OF THE
LOGANSPORT/CASS COUNTY AIRPORT AUTHORITY (“LCAA”)
BOARD OF DIRECTORS (“Board”)**

HELD Tuesday, May 23, 2017, at the LOGANSPORT/CASS COUNTY AIRPORT (“Airport”)

Attendance:

Board Members Present: Mark Hildebrandt (“Mark”) Pat McNary (“Pat”)
 Tad Wilkinson (“Tad”) Dave Brumett (“Dave”)
 Bob Barr (“Bob”) Steve Plank (“Steve”)

Guests Present: Rose Wagoner (“Rose”), Airport Staff
 Don Tribbett (“Don”), Legal Counsel
 Paul Shaffer (“Paul”), Butler, Fairman & Seufert (“BF&S”)
 Stacey Donato (“Stacey”), Cass County Council Member

Call to Order

The meeting was called to order by Mark, President.

Approval of Agenda and Minutes

A motion was duly made by Pat and seconded by Dave, to approve the April 25, 2017 minutes as corrected. The Board voted unanimously to approve the minutes as corrected. Motion passed.

Public Comments

There were no public comments.

Old Business

1. **Key Box need to be mounted, Bob and Mark to work on.**
2. **Discussion on AEDs still on going.**

New Business

1. **Correspondence Received.** None discussed.
2. **Committee Reports.**
 - a. Bob has completed all the spraying and mowing for the month. Bob has concerns about the Airport Truck, as it is unreliable. Bob would like the board to consider the purchase of a new truck in the future.
 - b. Bob is still working through quotes on heating for Dick Good’s hangar. Bob and Tad are to do more research. The work needs to be completed before September.
 - c. The airport sign located on highway 29 was called in by Rose still on going.
 - d. A reminder that LCAA does not have a small equipment purchase policy in place because of this, specifications and 3 quotes will be needed for any purchases.
 - e. Steve discussed pay ranges for the new manager per qualifications.
3. **Financial Reports.** Mark from Chambers is still working through tax problems all 940 and 941s have been filed and paid, as we know. The Bank Statement balanced for the month of April. Dave stated he made a few entry mistakes but made corrections. The gateway survey needs to be started for pre-budget to satisfy state requirements. Fuel prices were discussed and how we price as was the fund itself. The fund should have had a balance of \$117,680.00 on an average the net profit on fuel sales has been .20 a gallon. The Board had heavy discussion on fuel pricing and how it should be priced. *A motion was duly made by Dave and seconded by Tad, to set LL100 fuel price at \$3.95 per gallon. The Board voted unanimously to approve the Motion.* It was discussed that we should have a standing report on fuel prices at the monthly Board meetings. The balance as it stands in the fuel fund is \$ 69,520.00, no action was taken. *A motion was duly made by Pat and seconded by Steve, to approve the payables. The Board voted unanimously to approve the Motion.*

Engineer’s Report

1.0 Fence Project.

- a. *A motion was duly made by Bob and seconded by Dave, to approve request AIP 21 pay request 4. The Board voted unanimously to approve the Motion. A motion was duly made by Bob and seconded by*

Dave, to approve progress estimate number 2. The Board voted unanimously to approve the Motion

b. Miscellaneous.

AIP 20 has a balance of zero, fence project moving along no issues outstanding. There was discussion about the new gate and the concrete pad around it. Seal coating of parking lot 1st of June then paint marking will be following.

4. Airport Operations Report.

- a. Thank you card for government day at the airport.
- b. Airport still has ATT cell bill for manager, going to hold onto phone for new manager. *A motion was duly made by Dave and seconded by Tad, to keep phone for new manager. The Board voted unanimously to approve the Motion.*
- c. The fiberglass business in town wants to rent the hangar in 2018 for a event.
- d. Fire Extinguishers were tested and report received from vender.
- e. AWAS was certified.
- f. Internet renewal for the TV channels came through on the Tom's Email.
- g. ABC metals using conference room.
- h. Some interest in large hangar, pricing was discussed.

President and Board Member Comments

No comments.

Meeting Schedule

The next regular meeting of the LCCAA is scheduled for Tuesday, June 27, 2017, at 7:00 AM, at the Airport's Terminal Operations Center.

THEREUPON, there being no further business to come before the meeting, the meeting thereupon adjourned.

Presiding Officer