

Jasper County Airport
2326 West Clark Street
Rensselaer, IN 47978
219.866.2100



REGULAR MEETING OF THE JASPER COUNTY AIRPORT AUTHORITY BOARD November 7, 2018

The Jasper County Airport Authority Board (JCAA) met on November 7, 2018, at 6:30 p.m. Central time at Jasper County Airport, 2326 West Clark Street, Rensselaer, Indiana, 47978. Forming a quorum were JCAA President David W. Pettet, JCAA Vice President Sean M. Yallaly, JCAA Secretary/Treasurer W. Craig Jackson, and JCAA member Kimberlie J DeWees. Also in attendance were Airport Manager Ray Seif, JCAA Attorney Richard F. Comingore, and Excel Air Services employees Derek and Caleb de Jong.

Upon calling the meeting to order at 6:33 p.m. central time, Mr. David W. Pettet led the JCAA in the Pledge of Allegiance before Mr. Yallaly motioned to approve the minutes of the JCAA's October 3rd, 2018 regular meeting, which was seconded by Mr. Jackson, and approved unanimously by the JCAA Board.

Mr. Ray Seif presented the manager's report. Mr. Seif asked the board to consider allowing the airport's maintenance repair and overhaul (MRO) tenants a discount on empty 9 Unit T-Hangar rates. The proposed 50% discounted rate would be subject to a maximum of 30 consecutive days and would be for overflow on aircraft being actively serviced by the MRO. The discount rate would be subject to being bumped in favor of a full paying customer. If the MRO wants to guard against being bumped in favor of a full paying customer, the MRO could pay full rate at the time of rental. After discussion, Mr. Jackson's motion, and second by Mr. Yallaly, the board voted unanimously to allow MRO tenants an overflow discount on empty hangars subject to 30 day maximum and priority given to full rate paying customers.

Mr. Seif presented a lease for Von's Aircraft Service who wish to move from their current storage rental into a hangar located in the SW corner of the 6 bay hangar building. After discussion, Mrs. DeWees' motion, and second by Mr. Yallaly, the board voted unanimously to accept the new lease for Von's Aircraft Service.

Mr. Seif presented quotes to install a pass-through door in the storage units located on either side of the 9 unit T-Hangar in the amount of:

1. Erect-A-Tube Door Kit \$1,272.82 each + shipping (~\$400 for 2 kits)
2. Hamstra \$1,260/ door installation

After discussion, Mr. Yallaly's motion, and second by Mr. Jackson, the board voted unanimously to approve the installation of 2 door kits from Erect-A-Tube by Hamstra Builders.

Mr. Seif presented the manager's payroll for approval for weeks starting 10/1/18-10/29/18. After Mr. Yallaly's motion, second by Mr. Jackson, the board voted unanimously to approve the manager's payroll for weeks starting 10/1/18-10/29/18.

Mr. Seif presented pavement crack fill and seal coat quote from Town and Country Paving, suggesting the board crack fill all areas for ~ \$8972.50, and seal coat the maintenance hangar area

"A mile of highway will take you a mile, but a mile of runway will take you anywhere." -Author Unknown

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for ~ \$3,482.80. Both projects being weather dependent, may end up being delayed until next spring. With Mr. Yallaly's motion, second by Mrs. DeWees, the motion to seal coat the maintenance hangar area and crack fill the airport pavement passed by unanimous vote of the board.

Mr. Seif asked the board for approval to purchase airport maintenance equipment (ladder, cordless drill, chainsaw, paper shredder, and binoculars) and equipment for the terminal that corporate pilots have been asking for (ice maker, microwave, and mini fridge). After Mr. Yallaly's motion, second by Mr. Jackson, the board voted unanimously to approve the purchasing of stated equipment for the terminal and airport maintenance.

Mr. Seif suggested discussing and establishing a development corridor with airport engineer Ken Ross. The corridor can be communicated with surrounding property owners to establish dialogue about the potential to acquire land needed to support future airport development. Mr. Seif will work with Mr. Ross on a suggested corridor to present at a future board meeting.

Mr. Seif presented resolution 1-2018, asking the board to approve transfers:

Fund: Operating, Category: Personal Services to
Fund: Operating, Category: Personal Services

FROM:	AMOUNT	TO:
<u>Health Insurance</u>	<u>2,037</u>	<u>PERF</u>

Fund: Operating, Category: Personal Services to
Fund: Rainy Day

<u>Health Insurance</u>	<u>4,900</u>	<u>Rainy Day Fund</u>
<u>Part-Time Employees</u>	<u>7,500</u>	<u>Rainy Day Fund</u>

Fund: Operating, Category: Other Services and Charges to
Fund: Operating, Category: Other Services and Charges

FROM:	AMOUNT	TO:
<u>Printing, Advertising & Marketing</u>	<u>900</u>	<u>Banking Services and Fees</u>
<u>Dues</u>	<u>320</u>	<u>Permit Fees</u>

Fund: Operating, Category: Other Services and Charges to
Fund: Operating, Category: Rainy Day Fund

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<u>Repairs & Maintenance</u>	<u>9485.70</u>	<u>Rainy Day Fund</u>
<u>Runway Repairs & Maintenance</u>	<u>8,000</u>	<u>Rainy Day Fund</u>

With Mr. Yallaly's motion, second by Mr. Jackson, the board voted unanimously to adopt resolution 1-2018, approving the suggested transfers.

With Mr. Yallaly's motion, second by Mrs. DeWees, the board voted unanimously to approve the claims totaling **\$16,512.96**.

Finally, with Mr. Yallaly's motion, second by Mrs. DeWees, JCAA adjourned its regular meeting at 7:45 p.m.

BE IT RESOLVED that the JCAA's next meeting shall be held on Wednesday, December 5th, 2018, at 6:30 p.m. central time at Jasper County Airport, 2326 West Clark Street, Rensselaer, Indiana, 47978.

The Minutes were compiled by Mr. Seif.


W. Craig Jackson, Secretary/Treasurer