

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



REGULAR MEETING OF THE JASPER COUNTY AIRPORT AUTHORITY BOARD
September 10, 2020

The Jasper County Airport Authority Board (JCAA) met on September 10, 2020, at 4:00 p.m. Central time at Jasper County Airport, 2326 West Clark Street, Rensselaer, Indiana, 47978 in addition to electronic/virtual attendance via FreeConferenceCall.com. Forming a quorum were JCAA President David W Pettet, JCAA board member Allen P. Mushett, and JCAA board member Bruce K. Wood. Also in attendance were Airport Manager Ray Seif, JCAA Attorney Richard F. Comingore, Woolpert Project Manager John Baer, and Woolpert Consultant/Engineer Ken Ross, P.E.

Upon reaching a quorum, Mr. Pettet called the meeting to order at 4:02 pm cdt and led the JCAA in the Pledge of Allegiance before Mr. Mushett motioned to approve the JCAA's August 13, 2020 regular board meeting minutes, which was seconded by Mr. Wood, and approved unanimously by the JCAA Board.

Subsequently, Mr. Wood motioned to approve JCAA's August 13, 2020 Executive meeting minutes, which was seconded by Mr. Mushett, and approved unanimously by the JCAA Board.

Mr. Ken Ross discussed AIP14 grant agreement needing signature and nortary, suggesting the JCAA authorize a representative to have the authority to execute the FAA grant agreement. With Mr. Wood's motion, second by Mr. Mushett, the JCAA Board voted unanimously to authorize any JCAA Board officer to represent the JCAA in the execution of FAA AIP14 grant agreement documents.

Mr. Ross also discussed the first AIP14 grant pay request reimbursing JCAA for the 2020 portion of the Eldridge lot acquisition in the amount of \$85,307.00. With Mr. Wood's motion, second by Mr. Mushett, the JCAA Board unanimously approved making AIP14 pay request #1 in the amount of \$85,307 to reimburse the JCAA for the 2020 portion of the grant-eligible portion of the Eldridge lot acquisition.

Mr. John Baer and Mr. Seif discussed the Woolpert Professional Services Agreement. Mr. Seif indicated not supporting the "Terms and Conditions" language contained on page 3, paragraph 3 of the Professional Services Agreement, which limits Woolpert's liability for negligence or errors. Mr. Baer indicated that he discussed the matter with their legal department and they agreed that paragraph 3, page 3 of the professional services agreement can be deleted in its entirety.

Mr. Seif discussed the Masterplan task orders suggested by Woolpert indicating that the airport can either proceed with the suggested task order, subject to the total Masterplan costing \$300,000 or less or the JCAA can table the current task order until such time that Woolpert provides the estimate for the remaining task orders. After discussion and with Mr. Wood's motion, the JCAA opted to table the Masterplan discussion until the next meeting.

Mr. Seif discussed needing to mitigate the trees west of the grass runway. The trees will either need to be topped or removed, depending on expenses. If they are removed, a wetland determination will need to be conducted by the Farm Service Agency (FSA). Mr. Seif asked the board to authorize Mr. Pettet to sign the wetland application to be conducted by the FSA free of charge, in case the airport opts to remove the trees down to the roots. With Mr. Wood's motion, second by Mr. Mushett, the JCAA voted unanimously to authorize board president Pettet to sign the wetland determination application.

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

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



Mr. Seif presented the airport manager's timesheets for payroll for the weeks starting 8/10/20-8/31/20, comp time earned of 2.08 hours, and comp time used of 4.86 hours. With Mr. Mushett's motion, second by Mr. Wood, the JCAA voted unanimously to approve the manager's payroll for weeks 8/10-8/31, including 4.86 hours comp time used and 2.08 hrs earned.

Mr. Seif discussed the annual inspection on the airport's rental aircraft, asking the board to approve the addition of an avionics master switch and avionics cooling fan quoted at \$1000 through Von's Aircraft Service and to approve the addition of an Exhaust Gas Temperature gauge. With Mr. Mushett's motion, second by Mr. Wood, JCAA board voted unanimously to accept the \$1,000 quote from Von's to install an avionics cooling fan and master switch as well as the addition of an EGT gauge.

Mr. Seif presented resolution 5-2020, a resolution to reduce Cumulative Building Fund (CBF) 2020 appropriations by \$335,000 for a previously-approved hangar project that has been placed on hold. With Mr. Mushett's motion, second by Mr. Wood, the JCAA Board voted unanimously to adopt resolution 5-2020, reducing CBF 2020 appropriations for new building construction by \$335,000.

Mr. Seif discussed the President's payroll liability holiday, asking the board to opt out if possible. After Mr. Comingore's discussion and with Mr. Wood's motion, second by Mr. Mushett, the JCAA voted unanimously to opt out of the federal payroll tax liability holiday.

Mr. Seif discussed the headsets recently acquired through government surplus, asking the board to reaffirm the acquisition and payment of \$25/headset, and to authorize Mr. Pettet to sign the GSA application. With Mr. Wood's motion, second by Mr. Mushett, the JCAA voted unanimously to reaffirm the acquisition and authorize Mr. Pettet to sign the GSA application.

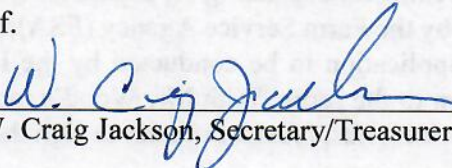
Mr. Seif also discussed hangar rentals and fuel sales. Mr. Seif discussed the maintenance needed on the fuel farm filter change with a recommendation to go with Hoosier equipment of \$1,040, which included disposal of the old filters. Mr. Seif discussed quotes for backup generators through Kevin Moore Electric and Teck Electric. Mr. Seif went over the maintenance needed for the equipment, bank account interest, outreach, and the county budget hearing and adoption dates.

Claims totaling \$34,268.33 were presented for review, discussion and approval. With Mr. Wood's motion, second by Mr. Mushett, the JCAA voted unanimously to approve claims in the amount of \$34,268.33.

Finally, with Mr. Wood's motion, second by Mr. Mushett, the JCAA board adjourned its regular meeting at 5:00 pm.

BE IT RESOLVED that the JCAA's next meeting shall be held on Thursday, October 08, 2020, at 4:00 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