

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



**REGULAR MEETING OF THE JASPER COUNTY AIRPORT AUTHORITY BOARD
January 2, 2019**

The Jasper County Airport Authority Board (JCAA) met on January 2, 2019, at 6:30 p.m. Central time at Jasper County Airport, 2326 West Clark Street, Rensselaer, Indiana, 47978. Forming a quorum were JCAA Vice President Sean M. Yallaly, JCAA Secretary/Treasurer W. Craig Jackson, and JCAA Board member Allen P. Mushett. Also in attendance were Airport Manager Ray Seif, JCAA Attorney Richard F. Comingore, and Airport Engineer, Ken Ross, P.E.

Upon calling the meeting to order at 6:39 p.m. central time, Mr. Yallaly led the JCAA in the Pledge of Allegiance before Mr. Jackson motioned to approve the minutes of the JCAA's December 5, 2018 regular meeting, which was seconded by Mr. Mushett, and approved unanimously by the JCAA Board.

With the noted absence of JCAA Board President David W. Pettet and JCAA Member Kimberlie J. DeWees, the JCAA Board opened the floor for 2019 JCAA officer nominations. Upon discussion, motion by Mr. Yallaly, and second by Mr. Jackson, JCAA voted unanimously to reelect Mr. David W. Pettet as JCAA President, Mr. Sean M. Yallaly as JCAA Vice President, and Mr. W. Craig Jackson as JCAA Secretary/Treasurer.

To permit the immediately-following, annual meeting of the Jasper County Airport Authority Board of Finance, Mr. Yallaly continued the regular meeting of the JCAA at 6:42 p.m. Central time.

Mr. Yallaly reconvened the JCAA's regular meeting at 6:45 p.m. Central time at Jasper County Airport, 2326 West Clark Street, Rensselaer, Indiana, 47978. JCAA Vice President Sean M. Yallaly, JCAA Secretary/Treasurer W. Craig Jackson, and JCAA Board member Allen P. Mushett. Also in attendance were Airport Manager Ray Seif, JCAA Attorney Richard F. Comingore, and Airport Engineer, Ken Ross, P.E.

Mr. Ken Ross presented the Engineer's Report. Mr. Ross discussed Capital Improvement Program (CIP) recommendations including the submittal to the FAA.

Mr. Ray Seif presented the manager's report asking for board approval of the airport manager payroll for weeks starting 12/3/18-12/24/18. Upon Mr. Jackson's motion, second by Mr. Mushett, the board voted unanimously to approve the airport manager's payroll.

Mr. Seif asked the board to approve extending the \$7,937 budgeted for health insurance to include establishing a single employee health reimbursement agreement (HRA), select Total Administrative Services Corp. (TASC) to administer the plan and have the plan be as broad as permitted under IRS Publication 502. After discussion, motion by Mr. Jackson, second by Mr. Mushett, the board voted unanimously to accept the recommendations presented including establishing an HRA effective January 1, 2019, selecting TASC to administer the agreement, allowing President David W. Pettet to the TASC application, and paying TASC the \$475 fee to administer the agreement.

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

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Mr. Seif discussed his continuing education/training for 2019 including completing a flight/ground instructor refresher clinic (\$100) and taking flight/ground training working toward getting current and obtaining flight instructor licensing (\$3,400).

Mr. Seif discussed conversation with the owner of property located within an area target for future airport expansion and is currently for sale. After discussion and potential interest in meeting with the sellers, the board asked Mr. Seif to see when board president Pettet will be back from vacation and to schedule a meeting then.

Mr. Jackson discussed looking into establishing a capital fund where operating revenue can covers capital expenditures. This fund will be researched and reviewed at a future date.

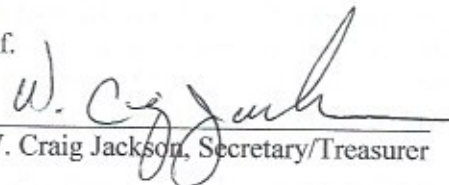
With Mr. Jackson's motion, second by Mr. Mushett, JCAA voted unanimously to approve claims totaling **\$9,323.72**.

Mr. Seif asked to extend check writing authority to Mr. Allen P. Mushett. With Mr. Yallaly's motion, second by Mr. Jackson, the JCAA Board voted unanimously to grant check writing authority to Mr. Mushett.

Finally, with Mr. Yallaly's motion, second by Mr. Mushett, the JCAA voted unanimously to adjourn its meeting at 7:26 p.m.

BE IT RESOLVED that the JCAA's next meeting shall be held on Wednesday, February 6th, 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