

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



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

The Jasper County Airport Authority Board (JCAA) met on February 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 Timothy A. Curless, JCAA Vice President David W. Pettet, JCAA Secretary/Treasurer W. Craig Jackson, and JCAA Board member Sean M. Yallaly. 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 6:34 p.m. central time, and to permit the immediately-following, annual meeting of the Jasper County Airport Authority Board of Finance, Mr. Curless continued the regular meeting of the JCAA at 6:35 p.m. Central time.

Mr. Curless reconvened the JCAA's regular meeting at 6:37 p.m. Central time at Jasper County Airport, 2326 West Clark Street, Rensselaer, Indiana, 47978. Forming a quorum were JCAA President Timothy A. Curless, JCAA Vice President David W. Pettet, JCAA Secretary/Treasurer W. Craig Jackson, and JCAA Board member Sean M. Yallaly. Also in attendance were Airport Manager Ray Seif, JCAA Attorney Richard F. Comingore, and Airport Engineer, Ken Ross, P.E.

Mr. Curless, citing personal reasons, tendered his resignation to be effective at the end of the meeting.

With the noted absence of JCAA Board Member Kimberlie DeWees, the JCAA Board opened the floor for 2018 JCAA officer nominations. Upon motion by Mr. Jackson, second by Mr. Yallaly, the Board voted unanimously, accepting the nomination of Mr. Pettet for President, Mr. Yallaly for Vice-President, and Mr. Jackson for Secretary/Treasurer.

Following officer selection, a brief discussion, motion by Mr. Curless, second by Mr. Pettet, the JCAA Board voted unanimously to grant check writing authority to Mrs. Dewees, Mr. Jackson, and Mr. Pettet.

Upon motion by Mr. Yallaly, second by Mr. Pettet, the motion to approve the Minutes of the JCAA's December 27, 2017 year-end meeting as well as the January 3<sup>rd</sup> regular meeting was unanimously approved by the Board.

Mr. Ken Ross presented the Engineer's Report. Mr. Ross discussed a possible meeting with the FAA, INDOT, and JCAA to discuss east/west runway replacing the north south runway aligning the airport's main runway with prevailing winds. The north south runway would still remain in place, but would be classified as the crosswind runway.

Mr. Ross brought up the CIP submittal required by the FAA by February 1<sup>st</sup>. The CIP submittal was discussed at last month's meeting, but failing to meet a quorum, the CIP was submitted to the FAA based on discussion of board members present at the time, to later be ratified

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at the February 7 meeting. Mr. Ross asked the board to ratify the CIP submittal and after a brief discussion, motion by Mr. Yallaly, second by Mr. Pettet, the JCAA voted unanimously to ratify the 2018 CIP submittal as presented was.

Mr. Seif presented the manager's report asking the board to extend the previously-agreed-upon hangar discount to Excel Air Services once flight training operations resumed. The board agreed to offer Excel Air, or any other flight training provider providing an active, unlimited flight instruction program based at the airport, with a \$110 hangar credit.

Mr. Seif previously conducted a poll by email, asking the JCAA Board to approve allowing the Kohlhagens to extend their hay cutting agreement even though the Kohlhagens notified the airport of the intent to extend the agreement after the contractual cut-off time. The board voted unanimously by email to allow for the lease extension. After a motion by Mr. Yallaly, second by Mr. Jackson, the JCAA voted unanimously to uphold the poll-by-email, allowing the Kohlhagens to renew the hay cutting agreement for one year.

Mr. Seif presented Encumber Resolution 3-2017 totaling \$11,252.81 for ISF Signs and Valade Electric to place a sign street-side. After short discussion, motion by Mr. Curless, 2<sup>nd</sup> by Mrs. DeWees, the motion to adopt resolution 3-2017 encumbering \$11,252.81 for ISF Signs and Valade Electric passed by unanimous vote of the board.

Mr. Seif asked the board to approve a backup snow clearing operator based on Mr. Jack Hamstra's willingness to clear snow at a rate of \$20 per hour with a 2 hour minimum using JCAA airport equipment. This operator would serve as backup when Mr. Seif is out of town and since Mr. Hamstra is already on the airport's insurance as an approved driver, no other additions would be made. The board approved Mr. Hamstra as a backup snow clearing operator.

Mr. Seif discussed the broken sidewalk and discussed the quotes from Eagle Concrete to replace the broken sidewalk sections for \$1200. Mr. Yallaly and Mr. Jackson suggested contacting Dennis Macklefresh, a local concrete contractor as well as checking with ISF if they would also pour the concrete when they complete the sign project.

Mr. Seif discussed the upcoming Aviation Career Day and asked the board to approve funding for 2 porta potties as well as lunch for the volunteers. After a brief discussion, motion by Mr. Yallaly, second by Mr. Pettet, the board approved a budget of \$250 for porta potties as well as up to \$600 for lunch for the volunteers.

Mr. Seif discussed working toward getting an aviation curriculum implemented at the high school, to be taught at the airport by the airport manager. The board agreed to allow Mr. Seif to proceed and see where it develops.

The claims were presented totaling \$13,411.21 which included claims from January's meeting (\$4,470.47) as well as February's meeting (\$8,940.74). After motion by Mr. Yallaly, second by Mr. Pettet, the motion to approve claims in the amount of \$13,411.21 passed by unanimous vote of the board.

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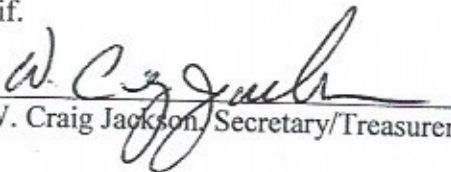
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Finally, the JCAA adjourned its meeting at 8:13 p.m.

BE IT RESOLVED that the JCAA's next meeting shall be held on Wednesday, March 7th, 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