

SOUTH CENTRAL REGIONAL AIRPORT AUTHORITY BOARD MEETING
January 21, 2015

The minutes are not intended to be a verbatim transcript
Reproduction of original Minutes prepared by Melodee McNames – Original Minutes on file at SCRAA office.
Reproduced for Standardization

CALL TO ORDER:

Tom Galligan, President, called the January 21, 2015 meeting of the South Central Regional Airport Authority to order at 5:00 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Tom Galligan (President); Jim Baker (Vice President); Dan Gregory (Secretary); J. Greg Dietz (Member); John Secor (Member); Greg Fifer (Applegate, Fifer, Pulliam); Melodee McNames (Airport Manager); William Happel (Airport Operational Manager); Chris Snyder (Woolpert); Mike Harris (Jacobi, Toombs & Lanz); Paul Rhodes (Town of Sellersburg); Bryan Glover (Clark County Commissioner); Kelly Khuri (Clark County Council); Doug Bramer (Aircraft Specialists); and Brad Hood (Vampire Air Group).

APPROVAL OF MINUTES:

The minutes of the SCRAA Board Meeting of December 17, 2014, were presented to the Board.

Motion to approve the minutes of the South Central Regional Airport Authority by Jim Baker; Seconded by John Secor. All Approve and Motion carried 5-0.

APPROVAL OF RECEIPTS AND EXPENSES:

Melodee McNames, Airport Manager, presented the monthly receipts and expenses incurred by the SCRAA for both Operations and Grants, including expenses incurred since the Board purchased equipment for mowing.

Motion to Approve Receipts and Expenses as submitted by Greg Dietz; Seconded by Jim Baker. All Approve and Motion carried 5-0.

AIRPORT MANAGER'S REPORT

Melodee McNames presented the Airport Manager's Report. Items of note were:

- Legislative Luncheon would be attended by Ms. McNames and Tom Galligan or Greg Fifer from the SCRAA, as well as Chris Snyder and Maria Muia of Woolpert.
- Grant 23 – the money was wired December 23, 2014 and closing documents were signed. This money was paid from the INDOT budget money and will be reimbursed with the FAA Grant Amendment.
- Townsend Property - The money owed to the County has also been paid with INDOT funds and would also be reimbursed by the FAA Grant Amendment.
- SBOA Quarterly Audit – Reports still need to be signed. Board authorized Ms. McNames to sign on behalf of the Board. There was discussion regarding SBOA

findings. Mr. Greg Fifer stated he would supply the response explaining the corrective actions to be taken.

- The following were submitted for payment Approval by Ms. McNames
 - AIP-24, RFP#14
 - AIP-26, RFP#6
 - AIP-27, RFP#1
 - Woolpert and AFP invoices totaling \$4,827.00
 - FAA Reimbursable Agreement for \$50,000.00
 - Excel invoice for \$27,869.15
 - Woolpert invoice for \$15,000

Motion to Approve submission of AIP-24/RFP#14; AIP-26/RFP#6; and AIP-27/RFP#1 by John Secor; Seconded by Dan Gregory. All Approve and motion carried 5-0.

Motion to Approve payment of Woolpert and AFP invoices totaling \$19,827.00 by John Secor; Seconded by Dan Gregory. Tom Galligan abstained. Motion Approved 4-0 with 1 abstention.

AIRPORT OPERATIONS REPORT:

William Happel presented the Airport Operations Report. Items of note were:

- Airport lighting is all working. He repaired and replaced lights and rebuilt light fixtures for spares.
- Pete Boyce replaced the transmitter for the AWOS and it has been returned to service.
- A section of fence had been damaged on the north side of Bean Road, which will be removed during construction. He advised replacing some poles and fasten the fencing as a temporary repair. Chris Snyder will confer with the FAA to ensure these measures are acceptable.
- Melodee McNames and Greg Fifer will meet with George Lynch to discuss the Farming contract due to changes presented by the Runway Expansion project.

PUBLIC COMMENTS:

Ms. Kelly Khuri, County Council, asked the Board Members to introduce themselves.

Mr. Brian Glover, Clark County Commissioner, asked for a copy of the CPA's financial report.

Ms. McNames responded by indicating that the Annual Report would include the financial report and would be sent to the County Commissioners and the County Council in February.

AIRPORT CONSULTANT'S REPORT:

Chris Snyder with Woolpert presented the monthly update regarding Grant activity as well as Airport projects. Items of note were:

- AIP-18 – Woolpert will continue to pull closeout documents together. Awaiting deliverables from Jacobi, Toombs & Lanz as well as final paperwork.
- AIP-22 – Woolpert will continue to pull closeout documents together. Awaiting deliverables from Jacobi, Toombs & Lanz as well as final paperwork.
- AIP-23 – No update
- AIP-24 – Advised was on the list for FAA Amendment. Chris Snyder requested Mike Harris, JTL, to work with Excel to get any and all change orders. Mr. Galligan asked Mr.

Harris when Woolpert could expect the requested documents, and he stated by January 28th. IMI still needs to be closed and that all necessary paperwork had been signed.

- AIP-25 – No update
- AIP-26 – No update
- AIP-24/26 – No update
- AIP-27 – No update
- Presented the CIP for Board signature and Approval. CIP is due by February 2, 2015.
- Chris Snyder reported that he had spoken with the FAA and contractors on the Safety Construction Phasing Plan. FAA Tech Ops will come out and go over everything.

Motion for Approval of and signature by Tom Galligan for the CIP by Greg Dietz; Seconded by Jim Baker. All Approve and Motion carried 5-0

ENGINEER'S REPORT:

Mike Harris with Jacobi, Toombs & Lanz presented the monthly update regarding Grant activity related to AIP-24/26. Items of note were:

- Reported on the Bean Road relocation and presented a daily schedule.
- Excel is only working on the bridge deck project at this time.
- Utility relocation will begin in January.
- Anticipated completion date of Bean Road is May 25, 2015.
- Chris Snyder asked Mr. Harris if he had locked in the AT&T contract, and he stated that he had not.
- Melodee McNames requested Grant 24/26 invoicing, and Mr. Harris stated he would get the invoices to Ms. McNames.

ATTORNEY'S REPORT:

Greg Fifer with Applegate, Fifer & Pulliam presented an update regarding current litigation. Items of note were:

- None

COMMENTS FROM BOARD MEMBERS:

Tom Galligan, President – None

Jim Baker, Vice President – None

Dan Gregory, Secretary – Asked if a wind sock could be installed at the end of Runway 18. Chris Snyder will see if the FAA will reposition the wind tee. John Secor will research the cost of a wind sock and pole assembly.

J. Greg Dietz, Member – Asked to have all meeting documents sent to the Board Members prior to each meeting. All consultants and staff are to send reports to Ms. McNames and she will email the packet to the Board prior to the meeting.

John Secor, Member - None

NEW BUSINESS:

No new items were presented as New Business.

ADJOURNMENT:

There being no further business to come before Board, the meeting is adjourned.

NEXT MEETING:

The next scheduled meeting of the South Central Regional Airport Authority is February 18, 2015.

John Secor

Approved by:

Melodee McNames/Kris Brutscher

Prepared by: Melodee McNames/Kris Brutscher

(original signatures on file at the SCRAA office)