

**SOUTH CENTRAL REGIONAL AIRPORT AUTHORITY BOARD MEETING**  
**April 22, 2015**

The minutes are not intended to be a verbatim transcript  
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**CALL TO ORDER:**

Tom Galligan, President, called the April 22, 2015 meeting of the South Central Regional Airport Authority to order at 5:00 pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Tom Galligan (President); Dan Gregory (Secretary); J. Greg Dietz (Member); John Secor (Member); Greg Fifer (Applegate, Fifer, Pulliam); Kris Brutscher (SCRAA); William Happel (Airport Operational Manager); Mike Harris (Jacobi, Toombs & Lanz); Brad Hood (Vampire Air Group).

Jim Baker (Vice President) Absent.

**APPROVAL OF MINUTES:**

The minutes of the SCRAA Board Meeting of April 1, 2015, were presented to the Board.

*Motion to approve the minutes of the South Central Regional Airport Authority by Dan Gregory; Seconded by John Secor. All Approve and Motion carried 4-0.*

**APPROVAL OF RECEIPTS AND EXPENSES:**

Tom Galligan presented the monthly receipts and expenses incurred by the SCRAA. Items of note were:

- Street sweeping of runways and taxiways as well as other areas of the airport as needed.
- Including payments received and Fuel Flow and Landing Fees in future financial reports.

*Motion to Approve Receipts and Expenses as submitted by Greg Dietz; Seconded by Dan Gregory. All Approve and Motion carried 4-0.*

**AIRPORT MANAGER'S REPORT**

John Secor presented the Airport Manager's Report. Items of note were:

- Based Aircraft report had been completed and submitted to IDOR, noting a change from 116 to 121 aircraft.
- AWOS transceiver is out of support.
- Requested Board Approval for O.R. Colan to proceed with Value Finding Appraisal for Irving Materials at a cost not to exceed \$2,500.
- State Board of Accounts signed off on the Audit, but SCRAA needs to submit a Corrective Action Plan to avoid future problems.

***Motion to Approve O.R. Colan Value Finding appraisal for Irving Materials not to exceed \$2,500 by John Secor; Seconded by Dan Gregory. All Approve and Motion carried 4-0.***

**AIRPORT OPERATIONS REPORT:**

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

- All lights are operational.
- Runway ladders on 14/32 need painted.
- Hog sheds need to be demolished and removed. Will need to secure a dumpster to remove debris.
- Wind socks will need to be replaced, weather permitting.

**PUBLIC COMMENTS:**

- Vampire Air Group requested Board guidance regarding payment frequency. It was determined that quarterly was the normal frequency of other tenants. They preferred to pay in advance every six months and that was acceptable by the Board. Vampire Air Group informed the Board that they would be finished with their construction project by the following Monday.
- Vampire Air Group will commence with the washing of the airplane at the entrance once the ground is dry enough to support an articulating boom big enough to reach the airplane.

**AIRPORT CONSULTANT'S REPORT:**

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

- Presented Crider & Crider Lease Agreement to Tom Galligan for signature. Term is for three months, extended for one month per project duration.
- Presented Ohio University Agreement to Tom Galligan for signature in the amount of \$7,000. Board Approved last month.
- Reported that Tenant meeting was not very well attended. Minutes will be compiled and sent to tenants.
- Mr. Snyder invited Board Members to their Hospitality Suite for Carburation Day at the Indy 500 the Friday before the race.

***Motion to Approve signature by Tom Galligan on Crider & Crider lease for period of three months, with one-month extension per project duration, by John Secor; Seconded by Greg Dietz. All Approve and Motion carried 4-0.***

**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:

- Bean Road Relocation – Construction crews installed force mains and water lines. Will coordinate with Ken Alexander with the Town of Sellersburg to shut down lines in order to connect new lines to existing lines.
  - Bridge deck was poured last week and is curing.

- Wetland Mitigation and Permitting – Work at Essroc has stalled due to weather. They are tracking hours on the project.
- Working on new Pay Applications.
- Presented Change Order #10 to Board
- Need to revise Change Order #11. Current Board Approval for \$40,000 to \$50,000; however, current estimate is approximately \$33,200. Failed to include safety markings for vehicles, a construction entrance, seeding and sowing.
- Dirt will be relocated by the Fire House for Crider & Crider to relocate as needed so they excluded the dozer, as it will no longer be needed.
- Presented official scope of work for Utility Map and Fire Hydrant Layout. Recommends billing hourly for this job. Current estimate is not to exceed \$7,500. Recommends one day with excavator to locate water lines. Board accepts recommendation but will hold until funds are available.
- Presented Supplemental Agreement #4.

***Motion to Approve Supplemental Agreement #4, pending FAA Approval by Dan Gregory; Seconded by John Secor. All Approve and Motion carried 4-0***

**ATTORNEY’S REPORT:**

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

- Indiana Supreme Court denied transfer of the Court of Appeals Opinion in the malpractice case. Board has actionable claim that the other party must deal with at this point.
- Judge (Cody) has ordered them to file a response pending Motion for Summary Judgement May 11<sup>th</sup>. Mr. Fifer will keep the Board apprised.

**COMMENTS FROM BOARD MEMBERS:**

Tom Galligan, President – None

Jim Baker, Vice President – None

Dan Gregory, Secretary – None

J. Greg Dietz, Member – None

John Secor, Member - None

**NEW BUSINESS:**

Items presented were:

- Kris Brutscher requested Board Approval to migrate to Quick Books 2013.
- Tom Galligan wants Kris Brutscher to obtain pricing on a safe for the office and present her findings at the next Board meeting.

***Motion to Approve migration to Quick Books 2013 not to exceed \$1,000, and notification if more than \$300, by John Secor; Seconded by Greg Dietz. All Approve and Motion carried 4-0.***

**ADJOURNMENT:**

There being no further business to come before Board, the meeting was adjourned at 5:45 pm.

**NEXT MEETING:**

The next scheduled meeting of the South Central Regional Airport Authority is May 20, 2015.

John Secor

Approved by:

Kris Brutscher

Prepared by: Kris Brutscher

(original signatures on file at the SCRAA office)