

**SOUTH CENTRAL REGIONAL AIRPORT AUTHORITY BOARD MEETING
June 17, 2015**

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CALL TO ORDER:

Tom Galligan, President, called the June 17, 2015 meeting of the South Central Regional Airport Authority to order at 5:18 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Tom Galligan (President); Jim Baker (Vice President); Dan Gregory (Secretary); Greg Fifer (Applegate, Fifer, Pulliam); Kris Brutscher (SCRAA); Chris Snyder (Woolpert); Mike Harris (Jacobi, Toombs & Lanz)

ABSENT

J. Greg Dietz (Member); John Secor (Member); William Happel (Airport Operational Manager)

APPROVAL OF MINUTES:

The minutes of the SCRAA Board Meeting of May 20, 2015, were presented to the Board.

Motion to approve the minutes of the South Central Regional Airport Authority by Jim Baker; Seconded by Dan Gregory. All Approve and Motion carried 3-0.

APPROVAL OF RECEIPTS AND EXPENSES:

Kris Brutscher presented the monthly receipts and expenses incurred by the SCRAA for both Operations and Grants. Items of note were:

- New format for expenses and receipts. It was requested that the dollar amount over budget and the percentage over budget columns be changed to previous year comparisons as well.
- It was requested that the Fuel Flow and Landing Fees include a Year-to-Date and Previous Year comparison.
- It was discussed that the grant audit was progressing at a slow pace to ensure that all missing invoices were accounted for and that nothing was double-paid. There should be significant progress to report by the next meeting.

Motion to Approve Receipts and Expenses as submitted by Dan Gregory; Seconded by Jim Baker. All Approve and Motion carried 3-0.

AIRPORT MANAGER'S REPORT

John Secor was not present, however items from his report of note were:

- River City Sign Company finished work on entrance sign and building lighted sign had been paid in full.

- Greg Dietz was working on directional signs for intersections.
- SCRAA Building is in need of landscaping.
- All meetings with tenants during the month were positive and encouraging.
- Meeting with Greater Clark County Schools regarding their Career Readiness Program went well.
- Met with Scott County Sherriff regarding their needs as they relate to the Teen Driving Safety Program. We have allowed them access to the South end of ASI's ramp on September 2nd.
- The ARC Air Race will be stopping here on June 22nd. Honaker is hosting.
- John Herney, a representative of a PR firm at the River Ridge Development Group, has contacted me and Tom and asked for a list of projects that we would like to have included in a grant that is being applied for through River Ridge.
- I would like to recommend the purchase of a time clock for our contract/hourly employees. We need better tracking of billed hours.

AIRPORT OPERATIONS REPORT:

William Happel was not present; however, items from his report of note were:

- All lights are operational.
- Runway is clean.
- Mowing continues.
- Several lights were replaced; bulbs were replaced.
- Signs secured.

PUBLIC COMMENTS:

There were no public comments.

AIRPORT CONSULTANT'S REPORT:

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

- Topsoil stockpile will be relocated to JR Aviation's new hangar site. Requested Approval for Redwing to do an Environmental Investigation at a cost of \$2,000 and Woolpert an additional \$2,500 to update Rule 5.
- AIP-18/22/23 – FAA to close out but Woolpert's General Services Agreement has timed out. Request Board Approval for up to an additional \$5,000 to continue close out, to be paid out of the grants.
- AIP-23 – Land Acquisition is ready to close out in AIP-22. Final information is being gathered and should be presented at the next Board meeting. Donated land value will be added to the value of the grant and paid to the SCRAA Board in the amount of approximately \$37,277, with an additional \$30,000 expected on AIP-28.
- AIP-24/26 – leading into AIP-27 – Bean Road completion. Crider & Crider is nearly completed and may need to pull off the project due to rain delays. Vectren and REMC agreements have been signed and returned. The RR crossing should be done within the next week and then the base asphalt could go down and traffic can resume on Bean Road and Old Bean Road can be cut off and demolished.

- Poles are scheduled to be moved on Monday and AT&T should be able to come in and run the lines at that time. Duke and AT&T are working to schedule together.
- NAVAIDS should be able to be closed in the next three to four weeks and Crider & Crider should be able to do the additional grading across Bean Road.
- Trenches could begin on the 18th and construction of the Access Road could begin. This could allow Crider & Crider to continue working and not pull off site.
- AIP-28 – Phase 2 Design is out for bid and the pre-bid meeting held on June 17th was well attended. Bids are scheduled to be opened on June 30th. The date may be pushed back, but will be prior to the July 15th Board meeting.
 - Phase 2 Design will be pushed back to AIP-28 and the appraisals do not need to be updated.

Motion to Approve Redwing Environmental Investigation at a cost of \$2,000 and Woolpert an additional \$2,500 to update Rule 5 by Jim Baker; Seconded by Dan Gregory. All Approve and Motion carried 3-0.

Motion to Approve Additional \$5,000 to Woolpert's General Services Agreement by Jim Baker; Seconded by Dan Gregory. All Approve and Motion carried 3-0.

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:

- Submitted a revised construction schedule.
- Wetland mitigation delayed due to weather.
- There was a short discussion at the end of the Board meeting regarding the painting of lines and railroad crossing signs. Mr. Harris will go back to the contract and confirm that it was all included.
- Presented a Certificate of Substantial Completion to the Board for Signature, as requested by the FAA, for Additive #4 on AIP-22.

Motion to Approve signature by Tom Galligan on Certificate of Substantial Completion for AIP-22 by Jim Baker; Seconded by Dan Gregory. All Approve and Motion carried 3-0.

ATTORNEY'S REPORT:

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

- Plaintiff has until the end of August to respond to Mr. Fifer's Summary Judgement Motion with a hearing in September. He will be able to update more at next month's Board meeting.
- Regarding the Local Share, the Board should be able to petition the Commissioners for funding from the Cum Cap Fund in the event the settlement does not come in time. There is a clause that allows the Commissioners to declare an emergency and appropriate funding absent the Council's approval.

- Mr. Fifer has requested Kris Brutscher gather any FAA Grant Amendment Requests in relation to the excess costs to settling the Dreyer case, or lack thereof. It is the Board's and the Consultant's opinion that none have been received, but a check will be made to facilitate Mr. Fifer's argument. It is possible that AIP-25 may be construed to have facilitated this, but further review is required. Mr. Fifer will report his findings at the next Board meeting.

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:

- While not new business, Kris Brutscher updated the Board regarding the safe for the office. She wanted to know what would be stored in order to better understand the requirements of the safe. It was determined that documents would be stored in the safe.
- A discussion was held regarding hiring Kris Brutscher as the Office Manager for the SCRAA Board effective July 7th. Mr. Fifer expressed concern that it would conflict with her Cleo contract, but it was clarified that it would not. It was also determined that she would sign a form declining health benefits and enrollment into PERF.

Motion to hire Kris Brutscher as Office Manager effective July 7th, 2015, per terms presented by John Secor, Interim Airport Manager, by Dan Gregory; Seconded by Jim Baker. All Approve and Motion carried 3-0.

ADJOURNMENT:

There being no further business to come before Board, the meeting was adjourned at 6:00 pm.

NEXT MEETING:

The next scheduled meeting of the South Central Regional Airport Authority is July 15th, 2015.

John Secor

Approved by:

Kris Brutscher

Prepared by: Kris Brutscher

(Original signatures on file at SCRAA Office)