

**SOUTH CENTRAL REGIONAL AIRPORT AUTHORITY BOARD MEETING
March 17, 2016**

The minutes are not intended to be a verbatim transcript

CALL TO ORDER:

Jim Baker, Vice President, called the March 17, 2016 meeting of the South Central Regional Airport Authority to order at 12:00 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Jim Baker (Vice President); Dan Gregory (Secretary); J. Greg Dietz (Member); John Secor (Member); Kris Brutscher (SCRAA); Bill Thomas (Maintenance Manager); Chris Snyder (Woolpert); Mike Harris (Jacobi, Toombs & Lanz); Aprile Rickert (News & Tribune); Doug Bramer (Aircraft Specialists)

ABSENT

Tom Galligan (President); Greg Fifer (Applegate, Fifer, Pulliam)

APPROVAL OF MINUTES:

The minutes of the SCRAA Board Meeting of February 17, 2016, were presented to the Board.

Kris Brutscher reported that Mr. Jim Robinson, JR Aviation, had contacted the office to clarify that he had not requested a copy of the approved Minutes but the unapproved Minutes be sent to him upon their completion.

Motion to approve the minutes of the South Central Regional Airport Authority by Dan Gregory; Seconded by John Secor. All Approve and Motion carried 3-0 with one abstention by Greg Dietz, as he was absent from the meeting.

APPROVAL OF RECEIPTS & EXPENSES:

John Secor, Airport Manager, presented the monthly expenses incurred by the SCRAA for both Operations and Grants. Items of note were:

- Maintenance supplies were purchased to stock the hangar.
- Honaker is still withholding Fuel Flow Fees.
- Landing Fees and Fuel Flow Fees overall are down.
 - Doug Bramer, ASI, commented that the bulk of the reduction in fuel sales were due to AV Fuel sales being down, despite a reduction in price. He feels that the sales of AV Fuel will continue to decrease because personal flying is decreasing and most flights are of a business nature. He also noted that he only adjusts his price when he receives a delivery of fuel. His most recent delivery resulted in a \$1.00 reduction in price; however, the next delivery should result in an increase.
 - Landing Fees are down due to an overall decrease in leisure air travel at the airport, but feels that the area should improve as the region continues to develop and the bridges are completed.

Motion to Approve Receipts & Expenses as submitted by John Secor; Seconded by Greg Dietz. All Approve and Motion carried 4-0.

AIRPORT MANAGER'S REPORT

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

- Hampton Air negotiations continue.
- County Commissioners have preliminarily committed to assist the Airport with its local matching funds in two installments.
 - Chris Snyder feels that we may be able to resume construction in April.
- Police Department is going to do their Annual Officer Training on April 30th.
- Bill Thomas has been hired as the new Maintenance Manager.
- Greg Fifer and John Secor met with Shawn Honaker and their attorneys regarding the lawsuit. They will meet to discuss settlement options next week.
- User Fee/CAM invoices are set to go out.
- CATS Testing Center has contacted us to resume CATS testing. We are researching the possibilities and will update the Board next month.

PUBLIC COMMENTS:

- None

AIRPORT CONSULTANT'S REPORT:

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

- Amendments are being worked on and hopefully will be approved soon.
- Payments to OR Colan and Excel need to go out utilizing the reimbursement from the FAA. When AIP-23 reimbursements come in, they will be allocated to JTL and Excel. Requested a Motion to Approve payments to OR Colan, JTL, and Excel.
 - John Secor requested clarification on the Excel payments due in the amount of \$211,337.93. Mr. Snyder explained that the invoices included FAA reimbursable monies and that Excel was in agreement with the payment schedule.
 - Jim Baker requested clarification on the OR Colan payments and the services rendered. Mr. Snyder explained that they were instrumental in the IMI and Town of Sellersburg land acquisition/appraisals in order to meet FAA requirements and process the donations.
- INDOT has requested a local share update by the end of the month.
- AIP-18 is officially closed and will be removed from the agenda.
- AIP-22 will be officially closed out at any time and removed from the agenda.
- AIP-23 amendment is in progress and should come through at any time. Once it is approved, reimbursement requests will be submitted. The monies received will be to reimburse the Airport for invoices that were paid at 100% locally in order to keep construction moving. The funds are dedicated to existing local matching funds.
- AIP-24/26 final change orders have been submitted to the FAA and are awaiting approval. Mike Harris is working on getting the New Bean Road easement/responsibility documents in order to get the amendments approved and the grants closed.

- FAA/INDOT needs to know who is responsible for which sections of the road in the event of future events or incidences.
- AIP-28 INDOT reimbursement is ready to submit with regards to the FAA Reimbursable Agreement. The Town of Sellersburg land donation request for reimbursement is ready to be submitted.
- Mr. Snyder provided a draft construction schedule for resuming construction on the runway extension. The FAA is ordering materials to be shipped to the Airport which should be arriving soon in relation to the FAA Reimbursable Agreement.
 - Mr. Secor indicated that Mr. Brian Glover had sent him word that the local matching funds should be arriving soon.

Motion to approve the payment of the OR Colan and Excel invoices locally in the amount of \$52,156.00 to be reimbursed at a later date by FAA reimbursement by Dan Gregory; 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:

- Asphalt repairs need to be finished by Excel.
- Transfer Agreement on the Right-of-Way for New Bean Road are being prepared to be sent to INDOT.
- As-builts have been submitted.

ATTORNEY’S REPORT:

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

- Mr. Fifer was absent.

COMMENTS FROM BOARD MEMBERS:

Tom Galligan, President – Absent

Jim Baker, Vice President – None

Dan Gregory, Secretary – None

J. Greg Dietz, Member – SWPPP needs to be completed/updated. Mike Harris stated that the last time it was done was 2009. The Board will discuss having JTL do it again. SWPP stands for Storm Water Pollution Prevention Program.

Greg wished to thank John Secor for this presentation at the Sellersburg Town Council.

John Secor, Member - None

NEW BUSINESS:

Items presented were:

- No new items were presented.

ADJOURNMENT:

There being no further business to come before Board, the meeting was adjourned at 12:45 pm.

Motion to Adjourn the March 17, 2016 Board Meeting of the South Central Regional Airport Authority by Dan Gregory; Seconded by John Secor. All Approve and Motion carried 4-0

NEXT MEETING:

The next scheduled meeting of the South Central Regional Airport Authority is April 20, 2016.

John Secor

Approved by:

Kris Brutscher

Prepared by: Kris Brutscher

(Original signatures on file at SCRAA Office)