

Kentland Airport Board MINUTES

To: Jim, Debby, Mike, Pat, Ken Ross, IN Dept. of Aviation

From: Jim Butler

Subject: Airport Board Meeting, Tuesday, November 13, 2019

The Airport Board met on the date shown above, at 6:30 PM at the airport. The first Monday of the month is our regular meeting time and we have posted this on the bulletin board at the airport as well as notified the newspaper. Due to scheduling conflicts the November meeting was scheduled on November 13.

Board members present were Jim Butler, Jerry Carlson, Terry Dieter and Jacob Shufflebarger. Chuck Classen, FBO, was also present.

Old business:

At the June meeting Chuck reported the thermostat on the snowblower engine heater malfunctioned and greatly increased the utility bill on the tenant in Hangar 4. Chuck is working with that tenant to determine exactly the amount of increase caused by the airport's snowblower as well as an equitable method of repayment.

Chuck is working with Seal Pro to have them come back and seal a few cracks in the pavement in the turnaround areas at the ends of the runway and a few other places. This wasn't able to be done prior to the winter weather and will be postponed until spring.

At the August meeting the board discussed our impending stormwater/west ramp project and it was noted that the local matching funds for this project will be approximately \$35,000. We

expect this to be needed in 2020 so in an effort help the town and to retain budget money for the local match the board decided to hold off on this floor expense. Terry made a motion to request Judy to encumber any unused airport funds from 2019 to be used as local matching funds in 2020. Jacob seconded the motion which passed unanimously.

Terry Deiter has donated a TV to replace the one that was damaged by lightning.

New Business:

1) Fuel sales for November were \$3,408.78. Fuel sales year to date are \$32,826.37.

2) Chuck reported that the amount of AvGas on hand as of the end of November was 4938 gallons, and the number of gallons of JetA was 423, measured per the fuel totalizer.

3) There were 96 observed or evidenced aircraft movements for the month November. It should be noted that of the 1116 aircraft movements for the year, 490 were for people flying in to do business at the airport, i.e. purchasing fuel, getting repairs done on their airplanes, etc. There have been 40 flights so far this year for people flying here to do business off the airport in the community. Another 252 aircraft movements for the year were for aircraft based at Kentland flying for business reasons. There have been 40 operations for aerial applicators.

The board would like to remind all pilots to please register their flights on the form next to the weather computer. These numbers are shown monthly to the Kentland Town Council as well as the people of Kentland so they will know how much their airport is being used and what it means to the economy of the surrounding area. Please list if your flight is for business, pleasure, training, etc.

Chuck reported the expenses for November were \$18.99 for printer supplies, \$193.68 for runway and taxi light bulbs, \$615.00 to Dennie's Repair for labor and materials to fix areas of the buildings to better weatherize them, \$2,475.00 for the cellular phone access and the yearly maintenance agreement for the fuel system and \$14,127.26 for AvGas The total of all

expenses was \$17,429.93. Jake made a motion to approve the expenses. Jerry seconded the motion which passed unanimously.

Chuck reported that we have three open hangars for rent.

Chuck reported that the electrical storms we had last month also apparently damaged the fax capability of the printer. After discussion it was decided we don't really need fax capability anymore and the fax line can be discontinued.

Jim reported that the town is now providing an Accounts Receivable Aging Summary for the hangar rents so the board can be more pro-active in keeping the hangar payments current. There are three hangars that are not current with the lease payments. One will be brought current after harvest, Chuck is working with another to bring the balance current and the Michael Parker hangar payment will be offset by a credit for the excessive electrical usage that was caused by the engine heater on the snow blower.

Mike Evans of NGC gave the Engineer's report via email and said everything is the same as he reported at the August meeting and we are still waiting for the stormwater/west ramp project to make its way through the grant process.

Mike emailed the Federal Financial Report for approval and signature. Jake made a motion to approve the report and authorize Jim to sign. Jerry seconded the motion which passed unanimously.

There being no further business, Terry motioned to adjourn, seconded by Jerry. Motion carried unanimously.

Sincerely,

Jim