

# Kentland Airport Board MINUTES

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

From: Jim Butler

Subject: Airport Board Meeting, Tuesday, October 7, 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.

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.

The new (to us) airport car is at the airport. Many thanks to Jake for working through the bureaucracy with the county to actually take possession of the car. He is still working to get the title signed and delivered to Judy. A "shadow" of the Sherrif decals is still visible and the glue from them is still on the car. Jake made a motion to authorize Chuck to take the car to a detail shop to have this glue removed and the paint buffed to remove the "shadows". Terry seconded the motion and it passed unanimously. Once we have received the license plate and the car is cleaned and ready to go Chuck will give our old car to TJ for disposal at his

discretion.

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. He is also working with the handyman to have a few more items fixed on the buildings prior to cold weather.

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.

#### **New Business:**

1) Fuel sales for October were \$2,472.64. Fuel sales year to date are \$29,417.59.

2) Chuck reported that the amount of AvGas on hand as of the end of October was 1672 gallons, and the number of gallons of JetA was 513, measured per the fuel totalizer.

3) There were 154 observed or evidenced aircraft movements for the month October. It should be noted that of the 1020 aircraft movements for the year, 446 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 222 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 October were \$58.97 for printer supplies, \$110.95 for fire extinguisher inspection and servicing and \$644.43 for runway and hangar light bulbs, including \$476.00 to Hopkins Electric for labor to fix the runway precision approach path indicator lights and the beacon control photocell, both of which may be the result of lightning. The total of all expenses was \$814.35. 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 after the electrical storms we have had over the last couple of weeks the TV in the pilot's lounge no longer works and the phone booster no longer works as well. Terry said he would donate a TV from his brother's estate as a replacement. Terry moved to authorize Chuck to purchase another phone booster and to gather all bills related to what we believe to be lightning damage for submittal to the insurance company, although we believe the total will be less than the deductible. Jerry seconded the motion which passed unanimously.

Chuck reported that he has received a check in the amount of \$400.00 from Dana Neiman for harvesting hay from the perimeter of the airport. This brings the total income from Mr. Neiman to \$1,200.00 for the year. Chuck will deliver this check to Judy.

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 two issues at this time to be resolved. James M Coats is showing a balance of \$765.00. This is from hangar rents going back as much as four to six years and that airplane has been gone from the airport for approximately two years. We believe this amount is uncollectable. Terry made a motion to write off this amount as uncollectable and credit it off the Accounts Receivable Aging Summary. Jerry seconded the motion which passed

unanimously. The other issue is with Midwest Aircraft Service in the amount of \$1,540.00. They leased a hangar and prepaid for two months. At the end of the two months they realized they would not need the hangar and returned the keys. They never placed an airplane or anything else in the hangar. For unknown reasons they continued to be charged for hangar rent. The board believes they shouldn't have been charged this amount. Terry made a motion to request the town credit this amount to remove it from the Accounts Receivable Aging Summary. Jerry seconded the motion which passed unanimously.

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.

Due to scheduling conflicts the November meeting date has been changed to Tuesday, 11/11/19 at 6:30 PM. This motion was made by Jake, seconded by Jerry and passed unanimously.

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

Sincerely,

*Jim*