

# Kentland Airport Board

## MINUTES

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

From: Jim Butler

Subject: Airport Board Meeting, Tuesday, September 8, 2020

The Airport Board met on the date shown above, at 6:00 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. The date was moved from the normal day and time due to the Labor Day holiday. The newspaper was notified.

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

### **Old business:**

Seal Pro completed almost all of the sealing. There is one crack in terminal parking area and two tie downs on the ramp that still need to be sealed. When sealing near the taxi lines some of the black sealant go on the yellow stripes. Seal Pro is going to return and repaint the stripes with the reflective glass beads, seal the areas mentioned above and clean the sealant from the windows and doors. Then the job will be complete. Chuck reported this is still in progress. Jim will contact Seal Pro to help get this completed.

In the August meeting Jim reported that the FAA does not have the funds to build the entire Stormwater/West Ramp project this year, but does have the funds for the Stormwater part of the project as well as grading for the West Ramp part of the project. Those portions of the project have been sent out for bids. The balance of the project is expected to be completed next year.

At the August meeting Chuck reported he had consulted with a foam insulation contractor regarding the roof leakage on hangar 4. After examining the roof the contractor told Chuck the holes around the nails have worn quite large and the roof needs to be replaced. Chuck is going to get a cost for a steel roof.

At the August meeting Jim reported that we have the opportunity to upgrade the weather station to include ceiling and visibility. He also mentioned that Hangar 4 needs a new roof and that there is a possibility that we could have some local match funding needed for the Stormwater/West Ramp project portion that will be completed next year. After discussion the board authorized Jim to speak with the Town Council and if they are in favor to obtain the costs for all three of these projects and approach the county for a

grant. These costs won't be known until late this year or maybe even into the first or second quarter of next year. This discussion is just for planning purposes at this time.

At the August meeting Chuck reported that the hangar doors once again need to be adjusted. Being reluctant to work on these doors from a tall ladder Chuck requested the authority to hire this work done. Terry made a motion to approve this expense, seconded by Jake. The motion carried unanimously.

### **New Business:**

1) Fuel sales for August were \$2,152.27. Year to date fuel sales in dollars were \$18,814.81.

2) Chuck reported that the amount of AvGas on hand as of the end of August is 4054 gallons and the amount of JetA was 2109 gallons.

3) There were 90 observed or evidenced aircraft movements for the month of August. It should be noted that of the 736 aircraft movements for the year, 238 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 46 flights so far this year for people flying here to do business off the airport in the community. Another 131 aircraft movements for the year were for aircraft based at Kentland flying for business reasons. There have been 138 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 airport income for the month of August was \$20.00 from Global Aeronautics, \$259.59 from Bluebird (aerial applicator), \$15.00 from Mark Antonian (manual fuel sale), \$450.00 Dana Nieman (sale of hay), \$732.00 from Dungan Aerial (aerial applicator) for a total of \$1,476.59.

Chuck reported the expenses for August were \$234.08 which was for electrical supplies to repair runway lights \$11.60, \$106.73 for bid advertising and fire extinguisher annual certification \$115.75. Terry made a motion to approve the expenses. Jerry seconded the motion which passed unanimously.

Jim reported he has received the new insurance policy from Facer Insurance.

Chuck reported the JetA pump is repaired and working well.

Terry reported that Terry Hafstrom is interested in serving on the Airport Board. Another

board member would be good to cover the time when Jerry Carlson leave to winter in Florida.

Jim reported the Engineer's report, which was sent to him via email from Ken Ross.

Grant 3-18-0025-012-2016, which is for the design phase of the West Ramp/Stormwater project has a remaining available balance of \$18,432.00. NGC has submitted a pay request for their final amount, which is \$19,166.67. The funds for this pay request are \$17,250.00 from the FAA, \$766.67 from the State of Indiana, and \$1,150.00 from local matching funds. Terry made a motion to approve this pay request. Jake seconded the motion which passed unanimously.

Grant 3-18-0025-013-2020 is the CARES Act grant in the amount of \$20,000.00. These funds can be used for any normal airport expense, including the above mentioned matching funds. Ken is working with Judy to gather invoices for submittal to the FAA for a pay request to draw these funds.

Grant 3-18-0025-014-2020 in the amount of \$1,000,000.00 is in the award phase. We have been notified to expect grant documents for signature by Jim and Pat Ryan. As usual, there is a tight deadline for returning these signatures. Ken is working closely with Pat to achieve this deadline. This grant, along with the INDOT portion, fully funds the portion of the West Ramp/Stormwater project that we are able to do this year with the amount of funding available from the FAA. We have been unofficially told to expect a similar grant of \$1,000,000.00 next year to complete the balance of the project. Terry made a motion to authorize Jim to sign the grant documents. Jerry seconded the motion which passed unanimously.

Bids were received for the construction of this years portion of the West Ramp/Stormwater project and Superior Construction was the lowest, qualified responsible, responsive bidder with an amount of \$967,354.17. Jerry made a motion to approve of awarding the bid to Superior Construction and authorize Jim to sign the contract documents. Terry seconded the motion which passed unanimously. Construction is expected to commence later this fall.

NGC presented a contract for inspecting and monitoring the construction of this year's portion of the West Ramp/Stormwater project in the amount of \$106,500.00, which is NGC's Task Order 06. Jake made a motion to accept the NGC contract and authorize Jim to sign the contract documents. Terry seconded the motion which passed unanimously.

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

Sincerely,

Jim