

Kentland Airport Board

MINUTES

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

From: Jim Butler

Subject: Airport Board Meeting, Monday, February 1, 2021

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, Jacob Shufflebarger, Terry Haffstrom and Terry Dieter. Chuck Classen, FBO, was also present.

Old business:

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 this time we believe the local matching funds required will be 5% of that portion of the project, or approximately \$55,000.00.

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 October meeting Jim reported that he and Chuck inspected the runway and found a place where apparently lightning had struck, causing 4 holes. These holes are much smaller than the previous lightning strike and should be easily repaired by filling with hydraulic cement. Chuck will talk to TJ and ask him to repair the holes with hydraulic

cement. During this inspection several holes in the mastic sealant between the concrete slabs were also found. Terry made a motion to authorize Jim to work with Seal Pro to get the sealant replaced/repared up to an amount of \$5,000.00. Jake seconded the motion which passed unanimously. Jim will work with the Town Council prior to incurring any expense to make sure funds are available to cover this amount. This wasn't able to be accomplished before the weather turned cold and will be addressed in the spring.

Ken Ross is working on the update to our 5 year Capital Improvement Plan. This is a rolling 5 year plan that has to be updated yearly. The airport is not eligible for grants if this plan is not kept up to date. Once completed, this plan will be reviewed and adopted by the board and submitted to the FAA. UPDATE Ken presented this plan via email and it has been submitted to the FAA. Ken has also submitted the airport's annual report to the FAA.

At the January meeting Jim reported there are 6 florescent light fixtures in hangar 1. These are standard fixtures, mounted on the ceiling, which is too high for a normal ladder to reach to change the light tubes, resulting in the lights being out until Hopkins can bring their man-lift for safe replacement. Jim requested these fixtures be changed to LED for much longer bulb life and reduced operating cost. This should cost around \$350.00 plus labor. Terry Deiter made a motion to authorize Chuck to have this work completed by Hopkins Electric. Terry Haffstrom seconded the motion which passed unanimously.

New Business:

- 1) Fuel sales for January were \$256.59. Year to date fuel sales in dollars were \$256.59.
- 2) Chuck's written report indicated the amount of AvGas on hand as of the end of January is 2137 gallons and the amount of JetA was 1786 gallons.
- 3) There were 42 observed or evidenced aircraft movements for the month of January. It should be noted that of the 42 aircraft movements for the year, 4 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 6 flights so far this year for people flying here to do business off the airport in the community. Another 10 aircraft movements for the year were for aircraft based at Kentland flying for business reasons. There have been 0 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's written report indicated the airport income for the month of January was \$190.00 from Global Aeronautics.

Chuck's written report indicated the expenses for January were \$1,439.27. These expenses were \$31.72 to Global Aeronautics for trash bags and postage, \$1,407.55 to Hopkins Electric for replacement lamps for the runway and beacon and for installation of electrical outlets to operate a battery charger on the airport car. Terry Dieter made a motion to approve the expenses, Jake seconded the motion which passed unanimously.

Jim reported the Engineer's report, which was relayed to him via email from Ken Ross. The West Ramp/Stormwater project is proceeding. Ken expects construction to commence in as soon as the easement for the Simmonds property is signed. This easement is now complete and has been sent to Pat Ryan for review.

Terry Deiter questioned if there is a possibility of using some of the profits from fuel sales as a stipend of \$5,000.00 to help attract a mechanic. Discussion was held on this matter with no decision being made.

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

Sincerely,

Jim