

# Kentland Airport Board

## MINUTES

To: Jim, Debby, Mike, Pat, IN Dept. of Aviation  
From: Jim Butler  
Subject: Airport Board Meeting, Monday, July 12, 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. However, in July we met on the 12<sup>th</sup> due to the Independence Day holiday.

Board members present were Jim Butler, Terry Hafstrom, and Terry Dieter. Chuck Classen, FBO, and Joe Worley, Hanson Professional Services, were also present.

### **Old business:**

At the May meeting Terry Hafstrom pointed out the boards around the bottoms of several hangars have rotted and need to be replaced. Chuck will contact Dennis Richey to ask for a quote.

A new man-door has been received for Hangar 4 and Chuck is working with Denny Richie to have it installed.

In the May meeting Chuck reported that the weather system is broadcasting incorrect wind direction information and that a repair part is need which will cost approximately \$135.00. Jake made a motion to authorize Chuck to make this purchase, seconded by Jerry. The motion passed unanimously. That part has been received and will be installed this week by Jim and Chuck.

In the May meeting Chuck presented a quote from Garrett Maintenance Inc. in the amount of \$3,974.00 to seal cracks and apply sealer on areas of the asphalt taxiways and drive to help extend their useful life. Jerry made a motion to authorize this expense. Terry Dieter seconded the motion which passed unanimously. Garrett has been notified to proceed and we are waiting to come to the top of their schedule.

## **New Business:**

- 1) Fuel sales for June were \$1,628.00. Year to date fuel sales in dollars were \$5,301.39.
- 2) Chuck's written report indicated the amount of AvGas on hand as of the end of June is 4,123 gallons. The amount of Jet-A was 1720 gallons.
- 3) There were 54 observed or evidenced aircraft movements for the month of June. It should be noted that of the 259 aircraft movements for the year, 88 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 29 flights so far this year for people flying here to do business off the airport in the community. Another 58 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 indicate if your flight is for business, pleasure, training, etc.

Chuck's written report indicated the airport misc. income for the month of June was \$200.00 from Global Aeronautics, excluding hangar rents.

Chuck's written report also indicated the expenses for June were \$1,001.85. These expenses were \$92.38 for a replacement wind sock, Connectsix for a replacement part for the weather station, \$135.00 (approved last month), Dennie's Repair to install bird repellent in the carport and flashing on the terminal building, \$180.00, Hopkin's Electric for a switch for the fuel island, \$68.15 and PEMCO for repairs to the aircraft fueling system, \$526.32. This repair was needed because the fuel system stopped working. Terry Deiter made a motion to approve these monthly expenses, Terry Hafstrom seconded the motion which passed unanimously.

In the May meeting Chuck submitted bids for replacing the roof on Hangar 4. JAGG Premium Roof Systems submitted the lowest bid for the desired roofing thickness of 26 gauge and 6" downspouts at \$20,842.63. Jim reported he had asked the Town Council and Judy if there was money in the budget to cover this expense but had not heard back as of the meeting time. However, the FAA has granted the airport \$22,000.00 as part of the next Covid round of grants. Terry Deiter made a motion that once this grant is

received, with the concurrence of the Town Council, that Chuck is authorized to proceed with Jagg Premium Roof Systems to have this roof replaced. Terry Hafstrom seconded the motion, which passed unanimously. Jim will discuss this with the Town Council at their July meeting and if their approval is received Chuck will work with Judy so that once this grant is received he can tell Jagg to proceed.

As required by the FAA, the board solicited bids for an engineering consultant. This request for bids was advertised as specified in the FAA bidding procedure. At the June meeting one bid was received from Hanson Professional Services. After discussion, the board felt Hanson would be a good fit for our airport. Jim made a motion to accept the bids and appoint Hanson Professionals as the airport's engineering consultant. Jake seconded the motion which passed unanimously. At the July meeting Joe Worley presented the contracts required to memorialize this agreement. Terry Deiter made a motion to authorize Jim to sign the agreements. Terry Hafstrom seconded the motion, which passed unanimously.

Jim reported that the insurance policy that is provided by Facer Insurance for aircraft operations at the airport is up for renewal. He was contacted by Andy Facer who told him that the premium for last year's policy was \$4,203.00, for a \$2,000.00 deductible. The policy can be renewed this year for \$4,443.00 for a \$2,000.00 deductible, or \$3,999.00 for a \$5,000.00 deductible. Jim stated he doesn't believe we have made a claim against this policy for 10 years or more and that he believes a \$5,000.00 deductible would be a prudent choice. Terry Deiter made a motion to approve the renewing of the policy with the \$5,000.00 deductible. Terry Hafstrom seconded the motion which passed unanimously.

Chuck reported that once we get the new roof on Hangar 4 that one other thing is needed is to keep out the surface water and make the hangar dry during wet weather. He described a method of cutting the existing floor and removing the concrete between the poles and replacing it with concrete that is about 6 inches higher than the existing floor. He also recommends bolting brackets to the poles and the new concrete to secure the poles in the event the bottoms rot off below the ground. The board felt this is a good approach to greatly extend the life of the building and asked Chuck to get a quote.

Chuck reported he had Denny Ritchie install extended flashing or fascia on the east end of the terminal building to prevent the rain and snow from being blown into the attic area and then leaking through the roof during a strong east wind.

Woody Hayes, the powered paramotor pilot who has been flying off the airport, stopped

by to introduce himself and make sure his operations are compatible with the other aircraft operating from the airport. The board requested he remain at 200 feet above ground level or lower until he was at least a mile away from the airport and to not cross the extended centerlines of the runway until he is at least a mile from the nearest runway threshold. He agreed with this request and wishes to get along well with all of the other aircraft operating from the airport.

Hangar rents were discussed and it was noted that it has been approximately 8 years since the last increase. Chuck presented a report showing the hangar rents at the surrounding airports. It became clear that hangar rents could be raised 10% and still be compatible with the surrounding airports. Terry Deiter made a motion to raise hangar rates 10% effective on the first of September, 2021, with the overnight transient hangar rate being changed to \$25.00. Terry Hafstrom seconded the motion which passed unanimously.

Joe Worley gave the Engineer's report:

The tile has been installed across Dr. Simon's property. Construction should begin in August to finish both Division A and B of the project. Division A is the grading and drainage part of the project and Division B is the asphalt paving.

Joe presented the agreements to secure Hanson Professional Services for both Division A and B. Terry Deiter made a motion to authorize Jim to sign these agreements. Terry Hofstrom seconded the motion which passed unanimously.

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

Sincerely,

**Jim**