

# Kentland Airport Board

## MINUTES

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

From: Jim Butler

Subject: Airport Board Meeting, Monday, August 2, 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, Terry Hafstrom, and Jerry Carlson. Ken Ross and Joe Worley, of 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.

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.

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 Dieter 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. Jim discussed this further with

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the Town Council at the budget meeting and it was decided we should hold off on spending our Covid grant money until we see if it will be required for local matching funds for Phase 3 of the stormwater/west ramp project which is expected to commence in 2022.

At the June meeting 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.

**New Business:**

- 1) Fuel sales for July were \$7,365.68. Year to date fuel sales in dollars was \$12,667.07.
- 2) Chuck's written report indicated the amount of AvGas on hand as of the end of July was 3,342 gallons. The amount of Jet-A was 716 gallons.
- 3) There were 168 observed or evidenced aircraft movements for the month of July. It should be noted that of the 758 aircraft movements for the year, 236 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 34 flights so far this year for people flying here to do business off the airport in the community. Another 124 aircraft movements for the year were for aircraft based at Kentland flying for business reasons. There have been 256 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 July was \$465.00 from Neiman Farms for hay harvested along the runway, excluding hangar rents.

Chuck's written report also indicated the expenses for July were \$2,101.14. These

expenses were \$1,890.02 to Birkey's for servicing the snow blower, \$12.05 to Hopkin's Electric, \$110.51 to NAPA and \$88.50 to Airport Lighting for supplies. Jake made a motion to approve these monthly expenses, Jerry seconded the motion which passed unanimously.

The subject of late fees was discussed. It seems some hangar rents are being paid late and the Town Hall requested the board address the subject of late fees to encourage timely payment. Jake made a motion that a simple \$10.00 late fee be assessed for each month a hangar rent is past due. Jerry seconded the motion which passed unanimously.

Chuck's report stated the airport inspection was completed by INDOT and no problems were found. He said the INDOT inspector is complimentary of the airport.

Ken Ross and Joe Worley gave the Engineer's report:

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.

Two pay requests were presented. One pay request is for \$15,000.00 and the second pay request is for \$66,630.00. Jake made a motion to adopt resolutions #080221-1 and #080221-2 to approve both pay requests. Jerry seconded the motion which passed unanimously.

The FAA has advised us that the corn that has been grown in previous years off the west end of the runway is too close and impinges on the safety area. Ken stated that after the soybeans are removed this area will be staked off and planted in grass so that it is protected and kept within FAA regulations.

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

Sincerely,

**Jim**