

Kentland Airport Board

MINUTES

To: Jim, Debby, Mike, Pat, IN Dept. of Aviation
From: Jim Butler
Subject: Airport Board Meeting, Wednesday, December 6, 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 Deiter, Jake Shufflebarger, Terry Hafstrom, and Jerry Carlson. Chuck Classen, Airport Manager and FBO, was also present.

Old business:

At the May meeting Terry Hafstrom pointed out the skirt boards around the bottoms of several hangars have rotted and need to be replaced. Chuck has received a per foot and per pole cost and will measure and tabulate them to arrive at a budgetary figure.

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 that he discussed this with the Town Council and it was their desire to retain our Covid grant money in case it is needed in 2022 as matching funds for phase 3 of the Stormwater/West Ramp project.

At the May July meeting Ken Ross reported that 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. We can probably sell hay from this area as it is a low growing crop.

At the October meeting Chuck informed the board that he is retiring from being the Airport Manager and FBO and his last day will be the January, 2022 Airport Board meeting. The board discussed the need for someone to manage the airport and take care small maintenance items and coordinate larger items. Jerry made a motion for Terry Hafstrom to take on these duties and for Jim to discuss this with the Town Council

and ask them to pay Terry what has been paid to Chuck each month once Chuck retires. Terry Deiter seconded the motion, which passed unanimously. Chuck will still assist Terry with the technical items such as NOTAM filing, fuel pricing, etc.

At the October meeting, Chuck reported that Invisible Intelligence offers a traffic count monitor for \$6,000, total, one-time expense. This will be reimbursed by INDOT. The traffic count is need for future grant applications. Joe Worley is going to further research this system to determine if it is the correct one for Kentland.

New Business:

1) Fuel sales for November were \$1,796.58. Year to date fuel sales in dollars was \$21,760.54.

2) Chuck's written report indicated the amount of AvGas on hand as of the end of November was 5,356 gallons. The amount of Jet-A was 2,320 gallons.

3) There were 38 observed or evidenced aircraft movements for the month of November. It should be noted that of the 1082 aircraft movements for the year, 346 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 194 aircraft movements for the year were for aircraft based at Kentland flying for business reasons. There have been 336 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 November was \$1,358.40, (\$946.40 from Dungan and \$412.00 from Swing Wing) for aerial applicator usage of the airport, excluding hangar rents.

Chuck's written report also indicated the expenses for November were \$1,964.64. These expenses were for batteries for the courtesy car fob, (14.49), AirNav fuel and airport advertising (\$40.00) annual fee, Doug's Overhead Doors (\$485.15) for new cables for the door on Hangar 1 and QT Pod (\$1,425.00) for the annual maintenance

agreement. Terry Deiter made a motion to approve these monthly expenses, Jerry seconded the motion which passed unanimously.

Chuck reported there are several joints in the runway that need to be resealed. After discussion it was decided that after the first of the year we will obtain quotes for this repair and hopefully get it done as soon as possible in the spring.

Jim reported he had been asked by the Kentland Fire Department to install a helipad for medivac access to the airport. After discussion it was decided to discuss this with the engineers and if feasible, install the cabling for lighting under the west ramp prior to paving in the spring.

The Stormwater/West Ramp project is proceeding as much as possible given weather constraints.

Chuck reported we have a new hangar tenant and possibly another one coming in December. This will leave two open hangars for lease.

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

Sincerely,

Jim