

# Kentland Airport Board

## MINUTES

To: Jim, Debby, Mike, Pat, IN Dept. of Aviation  
From: Jim Butler  
Subject: Airport Board Meeting, Monday, February 7, 2022

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 and Terry Hafstrom, Andy Yergler 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 December meeting Chuck reported there are several joints in the runway that need to be resealed. Jim contacted two contractors, whose names were provided by Joe Worley, and the quotes from both were approximately \$100,000. The problem is much more severe than originally thought.

At the December meeting 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. A result of that discussion was to place an illuminated area on the northwest corner of the new west ramp and to make permanent and pave the existing haul road from the entrance drive of the airport to the west ramp. This will allow ready access by ambulance, fire and police department personnel to be in close proximity to where the helicopters will park while not being hindered by general or aerial applicator aircraft traffic. This will be worked into the paving of the west ramp when we are awarded that grant, hopefully in 2022.

At the January meeting, Joe Worley presented the board with an application to INDOT for the Motion Information System traffic monitoring system. This system will be

for the Motion Information System traffic monitoring system. This system will be provided at no cost and the yearly fee to process the information will be paid by a State of Indiana grant, thereby costing the airport nothing for five years. After five years the board will evaluate the situation and determine if we want to maintain the service or not. There may also be another state grant that will allow the airport to maintain the system without cost. Jake made a motion to apply for the grant and accept the equipment from Motion Information System and to authorize Jim to sign the appropriate documents. Terry Hafstrom seconded the motion which passed unanimously. This system will record all activity at the airport by aircraft who are ADS-B equipped but will not record the activity of aircraft not so equipped. Joe Worley said Hanson will donate the use of trail-type cameras which will allow us to capture video of all aircraft entering or exiting the runway, which will then allow us to have a record of all aircraft utilizing the airport. This is important for grant applications in the future as well as maintaining accurate billing for the aerial applicators. This equipment has been received and is awaiting installation. An antenna must be mounted so we are waiting for warmer weather.

At the January meeting Jim reported that water was flowing in the swale leading from the concrete area of the entrance road to the stormwater collection system. This is unusual due to the cold weather and a water line leak may be the source. Terry Hafstrom investigated and believe it to be groundwater.

At the January meeting, Chuck reported the weather computer in the pilot's lounge stopped working. Terry Deiter made a motion to authorize Chuck to spend up to \$700.00 to purchase a new computer. The motion was seconded by Jake and passed unanimously.

In an effort to streamline the process of preparing the monthly reports, Chuck and Jim are working together to create a spreadsheet that includes all of the information on various tabs with the Report tab being the only one being printed and presented at the town council meeting. The entire spreadsheet will be emailed to Judy and the Council members prior to the council meeting so they can see all of the supporting documentation for the data on the Report. As we work to perfect this spreadsheet we hope that Judy and/or the council will let us know if they want to see something on the report that isn't there or if there is something on the report that isn't needed.

### **New Business:**

- 1) Fuel sales for January were \$1,307.96.
- 2) Chuck was not able to be at the meeting so I don't have his report regarding the fuel inventory.
- 3) Chuck was not able to be at the meeting so I don't have his report regarding the activity.

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 submitted documentation indicating the expenses for January were \$379.83 to Harmon Services for labor and materials to fix the sink in the women's restroom and \$333.11 to Hopkins Electric for repairs to the windsock and security lights. Jake made a motion to approve these monthly expenses, Terry Deiter seconded the motion which passed unanimously.

Neither Ken Ross nor Joe Worley was unable to attend. Ken emailed the engineer's report along with a pay request, contract modification and resolution. The contract modification was a reduction of \$45,772.40 for work and materials that were in the contract but ultimately not required. These funds will be used in the final phase of the West Ramp/Stormwater project, reducing the overall cost. Jake made a motion authorize Jim to sign the contract modification, Terry Hafstrom seconded the motion which passed unanimously.

Ken also submitted via email a resolution to authorize the pay request, and the pay request in the amount of \$80,855.07 of which the FAA is funding all but \$1.07. This pay request is to pay Superior Construction \$66,600.00 with the balance being paid to Hanson Professionals, \$14,255.07. Jake made a motion to adopt the resolution and authorize Jim to sign the pay request. Terry Deiter seconded the motion which passed unanimously.

Joe reported via email that the Capital Improvement Plan (CIP) has been submitted and accepted by INDOT.

Terry Hafstrom reported that a few parts and new thermostats are required to get both heating units in Hangar 1 working properly. Terry has been working with T & S Heating and Airconditioning to get these units operating. While one unit was operating somewhat, it was likely that if it failed there would be no heat in the hangar, allowing the water pipes to freeze and burst.

Jim reported that we have quite a list of things that need to be accomplished to assure the longevity of the hangars and runway. The joints need to be re-sealed at a cost of approximately \$100,000. New skirt boards and pole supports need to be installed around the hangars. The existing poles have rotted below ground level. Steel posts made for this purpose can be installed to give the poles support, extending the hangar life by approximately 30 years. The cost for this is approximately \$20,000. Hangar 4 needs a new roof at a cost of approximately \$22,000. The local match for the final phase of the West Ramp/Stormwater project is approximately \$55,000, and we are still finalizing the costs for the helipad for Medivac operations. Many of the tee hangars don't have complete concrete floors and if installed they would allow the building to be stabilized and additional rent to be realized. The cost for these floors is approximately \$30,000. Jim requested a resolution to first discuss with the Town, and if they approve, to solicit a grant from the county to cover these expenses. This grant request will be approximately \$227,000. Terry Deiter made a motion to adopt this resolution, seconded by Jake, and the motion passed unanimously.

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

Sincerely,

**Jim**