



DeKalb County Airport Authority

2710 County Road 60 STE 200 | Auburn, IN 46706-9568

Jess Myers, President
Jerry Korchyk, Vice President

Donn Starkey, Secretary
Don Tribbett, Attorney

Brad Hartz, Member
Randy Fox, Member

MINUTES

April 12, 2019

DeKalb County Airport Authority Scheduled Meeting: The DeKalb County Airport Authority members met in the Conference Room of the DeKalb Airport for the regular monthly meeting which began at 1:00 pm. In attendance at the meeting were; President Myers, Vice-President Korchyk, Secretary Starkey, members Fox and Hartz, Airport Manager Couchman, Airport Maintenance employees Powell and Walter, Airport Attorney Don Tribbett, John Feister and Toby Steffen from BF&S, and Tony and Lara Gaerte from Century. Myers opened the meeting with the Pledge of Allegiance.

Approve Agenda: Myers presented the agenda for the April 12th, 2019 Board Meeting. Fox made a motion to approve the agenda with a second by Korchyk. The motion passed unanimously.

Minutes: Myers presented the March 15th, 2019 meeting minutes for approval. Korchyk made a motion to approve the previous meeting minutes with a second from Starkey. The motion passed unanimously.

Claims: Myers presented the April 2019 claims dockets for approval. Myers asked if the Airport was attending the Discover Historic Auburn event. Couchman stated they were registered and had ordered more giveaways. Fox made a motion to approve the claims with a second from Korchyk. The motion passed unanimously.

Managers' Report:

Capital Asset Policy; Bad Debt Policy: Couchman reported that the Airport has updated the Capital Asset Policy and the Bad Debt Policy to reflect the change from a Board of Aviation Commissioners to an Airport Authority. The capital asset policy was also updated with new thresholds for capital assets and depreciation schedules. Starkey made a motion to accept both the Bad Debt and Capital Asset policies as presented with a second from Korchyk. The motion passed unanimously.

Committee Appointments: Myers presented the committees for 2019. Hartz requested to be removed from the marketing committee and Starkey volunteered to replace him. Committees are as follows:

Insurance Committee

Jess, Donn, Jason, Russ

Budget Committee

Jess, Randy, Stump, Jason, Russ

Marketing Committee

Donn, Randy, Jason, Russ

T-hangar Committee

Brad, Paul/John, Jason, Russ
Open House Committee
Brad, Jason, Russ
Airport Emergency Plan Update Committee
Randy, Jason, Russ
Info Tech Committee
Jerry, Jason, Russ

Land Lease: Couchman presented a lease for signature. The 1 year lease allows the use of some of the Airports property while a contractor completes work within DeKalb County. Tribbett stated that the lease would enter month to month holdover if the lessee remains longer than 1 year. Myers asked if the cost of rental would be paid up front or monthly. Couchman stated he thought the lease rent would be paid up front. Fox made a motion to approve the land lease with a second from Korchyk. The motion passed unanimously.

Property: Couchman reported there is a property for sale to the east of the Airport. After some discussion it was decided to have Tribbett reach out to research the possibility of purchasing.

FBO Brief: Gaerte reported flight school and maintenance hours are up. Jet and avgas sales are down compared to same time last year. March overall sales are good. Lara reported she has several students doing final preparations for check rides.

Consultant/Engineer Report: Feister reported that there is a need to have conference call with INDOT and the FAA to update the environmental to reflect the runway length changes and the wetlands now being an in-lieu of cost instead of construction. Also, the draft Airport Layout Plan (ALP) will need to be updated to reflect the new proposed design. Feister presented Work Order #9 which is for BF&S to update the ALP with a total amount not to exceed \$10,000 for associated work. Tribbett stated he had reviewed WO #9 and stated he had no issues or questions. Korchyk made a motion approving WO #9 as presented with a second from Starkey. The motion passed unanimously.

Feister reported that Hartz had reached out in regards to constructing and extending VAA 37's hangar to accommodate youth maintenance training activities. Couchman reported that he reached out to Vintage leadership last month regarding this and their response was that they were not interested at this time. Hartz gave a brief on some discussions that had taken place leading up to this point. Couchman stated that the request for construction would have to come from VAA 37 leadership and club directly and until then, the project would be shelved. Lastly, Feister gave an update on the MTI ramp as there were several small items that need to be addressed per the contract.

Attorney Brief: Tribbett mentioned he has heard nothing regarding the Misner/Zion lawsuit to date. Also, the VRJ Lease consolidation has been signed and executed.

Committee Briefs: None.

Board Member Briefs: Fox gave an update on his Commissioner/Council brief. Hartz asked if there was any more information regarding the possibility of Lakewood Park offering ground school to students. Couchman gave a summary of what information he has received while researching what avenues are available to Lakewood Park.

Upcoming Events: None.

Public Comments: Couchman reported that the VAA 37 would have an equipment wash coming up on April 21st.

Adjournment: The meeting was adjourned at 2:22 pm.

Next meeting May 17, 2019

**Public Meeting at 1:00 PM
DeKalb County Airport
Glenn Rieke Terminal Building**

Jesse Myers – President

Jerry Korczyk – Vice President

Donn Starkey – Secretary

Brad Hartz – Member

Randy Fox –Member