



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

Bob Patterson, Member
Randy Fox, Member

MINUTES

May 15, 2020

DeKalb County Airport Authority Scheduled Meeting: The DeKalb County Airport Authority members met virtually using GoToMeeting for the regular monthly meeting which began at 1:00 pm. There was no meeting held in April due to the COVID-19 pandemic. In attendance, personally, at the meeting were; Myers, and Starkey. Korchyk, Fox, and Patterson attended via video conference. Airport Attorney Tribbett attended via video conference. Airport Manager Couchman attended in person while Assistant Airport Manager Hoit, and Lara Gaerte from Century Aviation attended via phone. John Feister and Toby Steffen from BF&S attended via video conference and Dave Kurtz from KPC News, and Cody from Paratus attended via phone. Myers opened the meeting with the Pledge of Allegiance.

Approve Agenda: Myers presented the agenda for the May 15, 2020 Board Meeting for approval. Korchyk made a motion to approve the agenda with a second by Fox. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Minutes: Myers presented the March 20, 2020 meeting minutes for approval. Starkey made a motion to approve the previous meeting minutes with a second from Korchyk. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Claims: Myers presented the April 2020 claims docket for approval. Korchyk made a motion to approve the claims with a second from Fox. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Myers presented the May 2020 claims docket for approval. Patterson made a motion to approve the claims with a second from Korchyk. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Managers' Report: Couchman stated that there needs to be Board action to ratify the rent abatements from April and May. Korchyk made the following motion, due to the COVID-19 crisis and difficulties stemming from the Governors hunker down order, I make the motion to approve abating commercial rents for April and May 2020 and residential and t-hangar rents for May 2020. Starkey stated that he called four NE Indiana Airports and none of them abated rents. Fox seconded the motion. The motion passed 4-1 with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey nay.

Don Tribbett stated that one of the Board members needs to introduce Ordinance 2020-01. If approved, we will advertise the ordinance and subsequent hearing on the ordinance to be held at our June Board Meeting. Fox introduced Ordinance 2020-01, an Ordinance Approving the Sale of Airport Property No Longer Needed for Purposes of Airport Operations and made a motion to approve on first reading. Starkey seconded. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Couchman stated that he would like to have the Board officially establish a CARES Act COVID-19 fund to receipt the \$69,000.00 federal grant into, and disperse from. The FAA wants this in a discrete fund for tracking purposes and while it is not absolutely a mandate to have the Board vote to create the fund, it is good protocol. Patterson made a motion to create the COVID-19 fund thereby allowing the DCAA to receive and spend the money per the grant. The motion was seconded by Korchyk. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Couchman stated that he had several conversations with Board members regarding a desire by Paratus to add some office space to their hangar. What he was told was that the DCAA would not have a problem with staff helping to research potential solutions such as a mezzanine or free standing office space, the DCAA is not in a position to participate financially. He asked if this was an accurate representation of the Board's position and was told yes, it was. Couchman will work with Paratus to help them with a solution and bring any plans that may arise back to the Board.

FBO Brief: Gaerte presented graphs and fuel sales for the month. She stated that transient traffic is all but non-existent at the moment. The shop was fairly busy in April but almost empty at the moment.

Consultant/Engineer Report: Feister reported that the CR 62 Extension Project plans are done and we are ready to move forward with advertising. Feister stated that County Highway and the County Commissioners have approved the plans. He asked the Board to officially approve advertising. Patterson made a motion to direct BF&S to move forward with the advertising for bids on the CR 62 Extension Project. Korchyk seconded the motion. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Feister then presented a draft construction inspection and management agreement for \$216,000.00. He stated that he will be asking for approval of the contract at the June meeting.

Attorney Brief: Tribbett presented the release of easement for the Grogg property. Starkey made a motion to approve the release and to have Myers sign, with a second from Korchyk. The motion passed unanimously with a rollcall vote as follows: Myers aye, Korchyk aye, Fox aye, Patterson aye, Starkey aye.

Committee Briefs: None.

Board Member Briefs: None.

Upcoming Events: None.

Public Comments: Cody from Paratus thanked the Board for everything they have done and offered to set up meeting space in their hangar if needed.

Adjournment: The meeting was adjourned at 1:52 p.m.

**Next meeting June 19, 2020
Public Meeting at 1:00 PM
DeKalb County Airport
Glenn Rieke Terminal Building**

Jesse Myers – President

Jerry Korczyk – Vice President

Donn Starkey – Secretary

Bob Patterson – Member

Randy Fox –Member