



DeKalb County Airport Authority

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

Jess Myers, President
Jerry Korchyk, Vice President

John Chalmers, Member
Don Tribbett, Attorney

Bob Patterson, Member
Randy Fox, Secretary

MINUTES

November 19, 2021

DeKalb County Airport Authority Scheduled Meeting: The DeKalb County Airport Authority met for the regular monthly meeting which began at 1:00 pm. In attendance at the meeting were; Myers, Korchyk, Fox, Patterson, Chalmers, Couchman, Airport Attorney Tribbett, and John Feister from BF&S. Audience members were Tony Gaerte, Bill Browand and John Shuttleworth of Paratus Air, Susan Dickmeyer and Randy Warner. Lara Gaerte attended virtually. Myers opened the meeting with the Pledge of Allegiance.

Approve Agenda: Myers presented the agenda for the November 19, 2021 Board Meeting for approval. Korchyk made a motion to approve the agenda with a second by Patterson. The motion passed unanimously.

Minutes: Myers presented the October 15, 2021 meeting minutes for approval. Korchyk made a motion to approve the previous meeting minutes with a second from Chalmers. The motion passed unanimously.

Claims: Myers presented the November 2021 claims docket for approval. Patterson made a motion to approve the claims with a second from Chalmers. The motion passed unanimously.

Residential Lease: Susan Dickmeyer presented a letter from their home builder indicating that due to shortage related issues, their new home completion was going to be delayed. After some discussion the Board agreed to extend the lease agreement and directed Tribbett to draft another extension for the home located at 6155 County Road 31. This new lease, once signed by all parties, extends well beyond the 1-year mark effectively allowing the tenants free rent for the entire time. It will be on a month-to-month basis however, with the same terms as previously discussed. Should the Runway Extension contractor require the home prior to when the Dickmeyer/Warner home is completed, Dickmeyer/Warner will have 30-days to vacate upon notice.

FBO Brief: Lara Gaerte stated that for October compared to last year, student and renter hours were down, maintenance hours were up, AvGas is slightly up from last year while JetA is down, car rentals are up. Fuel is still difficult to schedule.

Airport Manager: Couchman stated that due to the timing of receiving the health insurance renewal and the date in which a decision had to be made, he went ahead and renewed the policy. He is now asking for a motion to ratify that decision and to approve the standard H.S.A. deposits for employees at \$750.00 for individuals on the

policy and \$1,500.00 for a family. Fox made a motion to ratify renewal of the health insurance and to approve the H.S.A. deposits as suggested. Korchyk seconded and the motion passed unanimously.

The 2022 Salary Resolution was tabled due to an error on the document. It will be on the December agenda.

Couchman then asked for input on the website refresh project with regard to the two that quoted the work. After some discussion it was determined that Couchman should make the decision and move forward.

Couchman briefed the Board on VAA37 and their upcoming lease renewal in 2022. There are some requirements that were not met over the last couple of years but those can mostly be blamed on the pandemic, and in time they should get back on track. However, the facility that was to be constructed was put on hold indefinitely and therefore the Board needs to determine how to handle the abatement given for that project. After some discussion, it was decided that we should propose that the rent be increased by not only the \$36.25 noted in the lease, but also by an additional \$166.67 which is the offset given per month for the building that was to be constructed. The previous 5-years will not be collected at this time. As the renewal date approaches Couchman will again brief the Board on progress made.

Consultant/Engineer Report: Feister asked for Board approval of Supplemental Agreement No. 1 to AIP 29 CR62 Inspection Work order 12 in the net amount of \$200.00. Patterson made the motion to approve as presented, seconded by Fox. The motion carried unanimously.

Feister then asked the Board action to approve submittal of AIP30 ACRGP (CRRSA) Pay Request 1-Final in the amount of \$23,000.00. Korchyk made the motion to approve submitting AIP30 PR1F, with a second from Chalmers. The motion passed unanimously.

He asked for Board action to submit AIP33 Supplemental Funding Grant Application for RWY 9-27 Extension Part A – Construction. Fox made a motion to approve submittal of AIP33 Grant Application with a second from Chalmers. The motion passed unanimously.

He asked for Board action to submit AIP34 Grant Pre-Application in the amount of \$6,198,729.00 with an anticipated local share of \$309,937.00. Korchyk made the motion to approve submittal of AIP34 Grant Pre-App with a second from Patterson. The motion passed unanimously.

Finally he asked for Board action to approve Amendment No. 2 to the Runway Extension Design Work Order 7 in the amount of \$258,886.40. Patterson made a motion to approve Amendment No. 2 to the Runway Extension Design Work Order 7 in the amount of \$258,886.40 with a second from Fox. The motion passed unanimously.

Attorney Brief: Tribbett briefed the Board on the current status of the transfer of easement on the CR62 roadway. He presented a document for the right-of-way dedication of the road to the County, he also presented a letter to the County Commissioners agreeing to road maintenance for 3-years to the same extent as would a contractor providing a 3-year maintenance bond. He asked for a motion to approve and sign both documents. Patterson made a motion to approve and sign both documents with a second from Chalmers. The motion carried unanimously.

He then briefed the Board on the letter received from Chris Gaumer indicating that a committee met and that they are not going to approve the changes to the UDO that we suggested. Tribbett spoke with Attorney Kruse, the attorney for the Plan Commission, where they discussed limiting the language to just the Airport Overlay District and he is currently awaiting word back.

Board Member Briefs: Jerry Korchyk announced that he purchased ¼ share in an aircraft recently.

Upcoming Events: None.

Public Comments: John Shuttleworth asked when the FBO RFP would be on the street. Couchman answered within 30-60 days.

Adjournment: The meeting was adjourned at 2:38 p.m.

**Next meeting December 17, 2021
Public Meeting at 1:00 PM
DeKalb County Airport
Glenn Rieke Terminal Building**

Jesse Myers – President

Jerry Korchyk – Vice President

John Chalmers – Member

Bob Patterson – Member

Randy Fox –Secretary