



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

February 17, 2023

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, Chalmers, Fox, Couchman, Hoit, Airport Attorney Tribbett, Paul Shaffer and Tinisha Weigelt from BF&S, Scotty Hepler from Sweet Aviation, and community members Reva and Jim Hatfield. Bob Patterson and Lara Gaerte attended virtually.

Approve Agenda: Myers presented the agenda for the February 17, 2023 Board Meeting for approval. Korchyk made a motion to approve the agenda, Chalmers seconded. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Minutes: Myers presented the January 20, 2023 meeting minutes for approval. Chalmers made a motion to approve the meeting minutes, with a second from Korchyk. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Claims: Myers presented the February 2023 claims docket for approval. Korchyk made a motion to approve the regular claims and the additional claims docket, with a second from Fox. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

FBO Brief: Hepler stated for the month of January they have sold 10,421 gallons of JetA and 1,070.8 of AvGas. There were 2 aircraft rentals, 8 training sessions, 1 flight review and 10 simulator sessions, 4 discovery flights, and 1 check ride. The flight school has 3 new students. One annual has been completed and two others have been in for maintenance. There are several personnel in the hiring process, a CFII, a Customer Line Tech, and an A&P/IA.

Manager Brief: Couchman presented Resolution 2023-1 for discussion and action. After some discussion Korchyk made a motion to adopt Resolution 2023-1 with a second from Fox. With a rollcall

vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed. The DCAA Board directed Couchman to place everything into the auction to include the bell out in front of the building. They felt this was the only fair way and the correct way to proceed in establishing a fair market value.

Couchman asked the Board to approve directing the fencing contractor to order materials and to approve the installation of the fence at a local cost of approximately \$465,000.00 in anticipation of a grant covering that amount later this year. After very little discussion Fox made a motion approving the entire fence project at the estimated cost of approximately \$465,000.00 with a second from Chalmers. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Couchman presented the Annual Financial Report (AFR) from Gateway for approval stating that once approved and signed by Myers he will formally submit it in Gateway. Korchyk made a motion to approve the AFR with a second from Patterson. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Couchman stated that it has been 6-years since the DCAA reestablished the Cumulative Building Fund and its good procedure to occasionally do so to capture increased assessed value. After some discussion Fox proposed that the DCAA reestablish the fund. Couchman will advertise a public hearing at the March Board Meeting.

He then presented the FBO Lease Addendum addressing self-serve fueling with the FBO. Korchyk made a motion to approve the addendum and direct Myers to sign, with a second from Chalmers. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

He then presented the QTPod agreement for discussion stating that Mr. Tribbett suggested we have QTPod strike the mandate to be interpreted under the laws of the State of Colorado. QTPod agreed to do so directing us to make the strikeout. Chalmers made a motion to approve the QTPod agreement and direct Myers to sign, with a second from Fox. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Finally Couchman asked the Board for guidance on how to proceed replacing television services once AES ceases offerings. After some discussion, Hepler agreed to survey users, and in the meantime Couchman and Korchyk will research some over-the-air options.

Engineer/consultant Brief Shaffer asked for board action to approve Supplemental Agreement No. 1 to Work Order #15, a zero-dollar change. Korchyk made the motion to approve the Supplemental Agreement No. 1 to WO #15, with a second from Chalmers. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

He asked for Board action to approve the FY NPE Intent letter to the FAA. Fox made a motion to approve sending the FAA a letter with our intent to use this year's NPE grant, with a second from Korchyk. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Finally he asked for board action to approve the Self Service Fuel System Site Plans and to advertise those plans. Korchyk made a motion to approve the Self-Service Fuel System Site Plans with a second from Chalmers. With a rollcall vote as follows, Myers – Yes, Chalmers – Yes, Patterson – Yes, Korchyk – Yes, and Fox – Yes, the motion passed.

Shaffer stated that, the contractor has proposed that from 4/25/2023 through the 7/28/2023, final grade work and paving will be taking place from the existing pavement out to 7,100'. This will necessitate closure of RWY 27 for arrivals and artificially shortening RWY 9 to 3,850'. Again, during this timeframe, RWY 27 will be closed, RWY 9 will be 3,850' for landings and departures.

Then, beginning on or around 7-28-2023 through 8-22-2023 RWY 9-27 will be closed. This will be the period in which new markings will be put down for the 7,100' runway, and new LED runway lighting will be installed. The new runway will have displaced thresholds on each end. The takeoff distance available will be 7,100', landing distance for RW 9 will be 6,400', and landing distance for RW 27 will be 6,350'.

From 8-23-2023 until 9-26-2023 RWY 9-27 will be closed during night-time hours and open during the day at the full-length of 7,100' as we complete all the required lighting tasks.

Upon completion of this phase of construction, the runway will be opened full-length, 7,100' with GPS and Localizer only. The Glideslope, MALSR (Approach) lighting, ILS, and AWOS will be completed in the 2024 timeframe and the extension of the parallel taxiway will be completed in the 2025 timeframe assuming all grant funding falls as we expect it to.

He also briefed the Board that the FAA is looking for another reimbursable agreement in the amount of \$250,000.00 to replace the glideslope and MALSR equipment buildings.

Attorney Brief: None.

Board Member Briefs: Fox stated that for the month of January there were 47 jet ops, 111 helicopter ops, 30 multi-engine ops, 535 single engine ops, for a total of 723 operations for the month.

Upcoming Events: None.

Public Comments: Jim Hatfield asked what is going to happen with Meese Chapel. Couchman stated that the County Historian has a year to get it moved.

Adjournment: The meeting was adjourned at 2:03 p.m.

**Next meeting February 17, 2023
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