



# 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

John Kruse, Member  
Randy Fox, Secretary

## MINUTES

September 20, 2024

**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, Fox, Chalmers, Korchyk, Kruse (virtually at first then in person), Couchman, Hoit, Airport Attorney Tribbett, John Feister from BF&S, Scotty Hepler and Brandon Graber from Sweet Aviation, Council Member Rick Collins and community members Jim and Reva Hatfield. Myers opened the meeting with the Pledge of Allegiance.

**Approve Agenda:** Myers presented the agenda for the September 20, 2024 Board Meeting for approval. Fox made a motion to approve the agenda, Chalmers seconded. The motion passed unanimously.

**Minutes:** Myers presented the August 20<sup>th</sup>, 2024 meeting minutes for approval. Chalmers made a motion to approve the meeting minutes, with a second from Fox. The motion passed unanimously with Korchyk abstaining.

**Claims:** Myers presented the September 2024 claims docket for approval. Korchyk made a motion to approve the claims with a second from Fox. With a rollcall vote, Myers-Aye, Chalmers-Aye, Kruse-Aye, Korchyk-Aye, Fox-Aye. The motion passed unanimously.

**FBO Brief:** Hepler stated for the month of August they have sold 9,870 gallons of Jet-A and 4,292.72 gallons of AvGas. There were 24 aircraft rentals, 51 training sessions, 14 simulator sessions, 7 discovery flights and 3 flight review. There were 9 maintenance jobs last month.

**Manager Brief:** Myers read Resolution 2024R-3, a Resolution of the DeKalb County Airport Authority in honor of Toby Steffen. Korchyk made a motion to adopt Resolution 2024R-3 with a

second from Fox. With a rollcall vote, Myers-Aye, Chalmers-Aye, Kruse-Aye, Korchyk-Aye, Fox-Aye. The motion passed unanimously.

Couchman stated that he would like to transfer \$-35,340 from AIP38 into AIP37 and transfer \$-303,062.60 from AIP37 into AIP38. Fox made a motion to approve the transfers as stated, with a second from Korchyk. With a rollcall vote, Myers-Aye, Chalmers-Aye, Kruse-Aye, Korchyk-Aye, Fox-Aye. The motion passed unanimously.

Couchman explained that the current snow removal equipment (SRE) is 20+ years old and while it is very well maintained, it is not as reliable as we need it to be. He stated that he has shopped both runway multi-purpose machines and tractors to replace what we currently have. As it turns out, the MB5 from MB Company is the most cost-effective machine for a multi-purpose runway system and the Fendt 900 is the logical choice for tractors. The Fendt is the only bi-directional tractor we could find, so even though it's a little larger than we need, it suites our purpose better than any other we researched. He stated that he also researched a cooperative method of purchasing equipment that suites airports because our SRE is very unique compared to roads and highways. A CoOp name Sourcewell has all the SRE, tractors and implements that we might need and their methods comply with Indiana state code. Mr. Don Tribbet confirmed. Korchyk made a motion to authorize and direct airport management to complete the purchase of a bi-directional tractor similar to existing equipment along with associated implements and a multi-purpose runway snow removal machine by entering into a cooperative purchasing agreement with a cooperative purchasing organization as authorized by Indiana Code section 5-22-4-7. Fox seconded. The motion passed unanimously.

Couchman then went on to explain that there are two very old 40' containers behind the south equipment building that he would very much like to dispose of. Maintenance staff has tried to get a container retailer to purchase them but they want nothing to do with them. Mr. Tribbett stated that they would need to be designated as zero value by the Board and then staff could dispose of them. Kruse made a motion to designate the containers to have zero residual value and to direct staff to dispose of them, seconded by Korchyk. The motion passed unanimously.

**Consultant/Engineer Report:** Feister asked for Board Action to approve AIP 34 Pay Request 15CM for FAA credit in the amount of \$-\$5,274 federal. Korchyk made a motion to approve AIP 34 Pay Request 15CM for FAA credit with a second from Fox. The motion passed unanimously.

He asked for Board Action to approve AIP 34 PR 16 for FAA reimbursement, \$415,876.73 Total, 90% Fed \$369,015, State \$17,136.48, Local \$29,725.25. Fox made a motion to accept AIP 34 PR 16 with a second from Chalmers. The motion passed unanimously.

He asked for Board Action to approve revised AIP 36 PR 9 for FAA reimbursement, \$506,500 Total, 90% Fed \$455,850, 5% State and Local \$25,325. Korchyk made a motion to accept AIP 36 PR 9 with a second from Fox. The motion passed unanimously.

He asked for Board Action to approve revised AIP 36 PR 10 for FAA reimbursement, \$451,152.84 Total, 90% Fed \$406,037, 5% State and Local \$22,558. Chalmers made a motion to accept AIP 36 PR 10 with a second from Kruse. The motion passed unanimously.

He asked for Board Action to approve AIP 37 PR 1 for FAA reimbursement, \$35,340 Total, 90% Fed \$31,806, 5% Local \$3,534. (There is no State PO yet) Fox made a motion to accept AIP 37 PR 1 with a second from Korchyk. The motion passed unanimously.

He asked for Board Action to approve AIP 38 PR 1 for FAA reimbursement, \$303,062.60 Total, 90% Fed \$272,756, 5% Local \$30,306.60. (There is no State PO yet) Korchyk made a motion to accept AIP 38 PR 1 with a second from Chalmers. The motion passed unanimously.

He went on to ask for Board Action to approve revised Change Order 2 with Fleming excavation in the amount of \$1,396.46. Kruse made a motion to approve revised Change Order 2 with Fleming Excavation with a second from Chalmers. The motion passed unanimously.

He asked for Board Action to approve Change Order 3 with Fleming Excavation in the amount of \$119,842.66. Fox made a motion to approve Change Order 3 with Fleming Excavation with a second from Korchyk. The motion passed unanimously.

Feister asked for Board Action to accept the Certificate of Substantial Completion with Fleming Excavation for the NAVAIDs Relocation Project. Korchyk made a motion to accept the Certificate of Substantial Completion with Fleming Excavation for the NAVAIDs Relocation Project with a second from Chalmers. The motion passed unanimously.

He asked the Board to approve Amendment No. 3 to Work Order 21 in the amount of \$64,417.95. Korchyk made a motion to approve Amendment No.3 to Work Order 21 with a second from Fox. The motion passed unanimously.

Finally, he asked for Board Action to approve the DCAA DBE updated policy statement. Korchyk made a motion to approve the updated DBE policy statement with a second from Kruse. The motion passed unanimously.

**Attorney Brief:** None.

**Board Member Briefs:** Couchman presented the comments received during the last 30-days on the proposed name change. After some discussion, Kruse made a motion that we officially change the name of the Airport to Auburn-DeKalb Executive Airport once the full 30-day comment period is complete, seconded by Korchyk. The motion passed unanimously.

**Upcoming Events:** Sweet will have a booth at the DeKalb Free Fall Fair in the Visit DeKalb area and Amber Caccamo has agreed to give out our legacy swag as well.

**Public Comments:** None.

**Adjournment:** The meeting was adjourned at 2:50 p.m.

**Next meeting October 18, 2023  
Public Meeting at 1:00 PM**

**DeKalb County Airport  
Glenn Rieke Terminal Building**

---

Jesse Myers – President

---

Jerry Korchyk – Vice President

---

John Chalmers – Member

---

John Kruse– Member

---

Randy Fox –Secretary