

City of Greensburg, Indiana

Board of Aviation Commissioners

Monday, July 28, 2014

7:00 pm

President Jon Dooley called the meeting to order at 7:00 pm.

Roll call was taken. Board members present were Don Whipple, Jim Pruett, Bill Ernstes, Oris Reece, and Jon Dooley. Don Manley – BF&S, Jerry Scheidler - Airport Manager, and Mayor Gary Herbert were also present. Judy Curd performed the duties of Secretary.

Agenda Approval - The meeting agenda was reviewed. Three items were added to the agenda under Old Business: Budget, Hanger H, and Vegetation Removal. A motion was made by Don Whipple and seconded by Oris Reece to accept the agenda with the discussed changes. The motion was approved unanimously by voice vote.

Minutes - Judy Curd read the minutes from the June 23 regular meeting. A motion was made by Oris Reece and Don Whipple seconded that the minutes be accepted as read. The motion passed unanimously by voice vote

Financial Report – Bill Ernstes read the Airport Financial Report.

OLD BUSINESS

Update on new Jet A fuel system – Jerry Scheidler reported that Jet A fuel sales were very good and that he has already had to order more Jet A fuel. Business has increased with crop dusters and helicopter business is coming back. Kova Fertilizer has also been purchasing the Jet A fuel. Jerry stated that Todd Reed suggested that the BOAC consider providing a “scratch pad” to be used during re-fueling to protect the airplane fuselage.

Hanger H – Jerry Scheidler reported that Hanger H has been rented on a month to month lease for \$500 a month for the purpose of storing an airplane.

Budget – Bill Ernstes has reviewed the Appropriations Report and stated that he and Don Whipple will meet and discuss the report and will give a final report at next month’s meeting.

Vegetation Removal – Don Manley reported that he had attended a meeting on July 9 with INDOT officials. The meeting was called to correct issues with the 5010 (Airport Master Facility Record). Jon Dooley has signed off on these corrections. In order to expedite the grant program, vegetation obstructions in the approaches need to be corrected and yellow paint on runway markings need to be white. The only way to make the changes was to submit a Form 7480 (Notice of Landing Area Proposal) to the FAA. Issues were discussed about the following properties: Mary Bennett property - No crops are to be grown on the ½ acre plot at the start of Runway 36 due to safety concerns. Bennett will be compensated annually for the loss of use and the area will be mowed by airport personnel; Fred Sterchi property – The owner has no problems with tree removal as long as the brush is cleared; John Henry property – Need to determine which trees are to come out; Phil Goddard property – Has no problem with the tree removal. The stumps cannot be removed because the affected area

is designated as a wetland. The fence rows will also be cleaned out and will be mowed by airport personnel. Don Manley will prepare an agreement for the owners to sign. The work will be done after crops are harvested and before December 31, 2014. The approximate cost will be reported at the August meeting. Don Manley noted that the vegetation removal is also required by the State of Indiana.

NEW BUSINESS

Payment of Bills - After discussion, Oris Reece made a motion and Bill Ernstes seconded the motion to approve the bills as submitted. The motion carried by Roll Call vote 5-0. Jon Dooley noted three areas where the amounts were unusually high: 815/Airport Improvements Revenue June line item includes settlement monies from the Horan estate and the Disbursements June line item includes a payment to the Jackson County Bank for a payment on the original land purchase; 816/Aviation Rotary Fuel Disbursements June line item includes the initial fuel purchase for the new Jet A fuel tank.

Don Manley of BF&S –

Runway & Taxiway Paving Project – Don Manley held a pre-award meeting with Dave O’Mara because their bid was so much lower than the others submitted. BF&S reviewed the proposal and all details were in order. Therefore, BF&S recommended that the bid be awarded to O’Mara Paving in the amount of \$74,682.55. Jerry Scheidler stated that he had no objection to awarding the contract to O’Mara. Jim Pruett made a motion to accept the engineer’s recommendation to award the bid to O’Mara Paving subject to approval of the grant. Don Whipple seconded the motion. The motion passed unanimously by roll call vote 5-0.

Grant award – After discussion, Oris Reece made a motion and Bill Ernstes seconded the motion to authorize the President of the BOAC to sign the grant when approved which will occur before the next board meeting. The motion was approved unanimously by voice vote.

Don Manley also reported that there have been changes to the grant procedure. The changes to the grant documents are noted by blue tabs. Don will leave a copy for the board to review. Changes noted: Need to set up a SAM (electronic transfer of funds). The DUNS number and password (Data Universal Numbering System) is already set up through the City. He reminded the board to review the specific assurances required by the Federal Grant guidelines. A copy will be left with the board for their review and/or their attorney’s review.

Comments from the board – None

Meeting Adjournment & Next Meeting Date

There being no further business before the board, Don Whipple made a motion and Bill Ernstes seconded that the meeting be adjourned. The motion passed unanimously by voice vote and President Jon Dooley adjourned

the meeting at 7:41 pm. The next meeting is scheduled for Monday, August 25, 2014 at 7:00 pm at City Hall in Greensburg, IN.

Respectfully submitted,

Judy Curd – Board Secretary

BOAC President

BOAC Vice-president

BOAC Member

BOAC Member

BOAC Member