

City of Greensburg, Indiana
Board of Aviation Commissioners
Monday, April 25, 2016
7:00 PM – City Hall

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

Roll call - Board members present were: Bill Ernstes, Jim Pruett, Don Whipple, Oris Reece and Jon Dooley. Airport Manager, Jerry Scheidler; Paul Shaffer, BF&S; and Mayor Dan Manus were also present. Judy Curd performed the duties of Secretary.

Agenda Approval – The meeting agenda was reviewed. A motion was made by Jim Pruett and seconded by Bill Ernstes to approve the agenda as presented. The motion passed unanimously by Voice Vote 5-0.

Minutes - Judy Curd read the minutes from the March 28, 2016 regular meeting. A motion was made by Bill Ernstes and seconded by Jim Pruett to approve the minutes as read. The motion passed unanimously by Voice Vote 5-0.

Financial Report – Bill Ernstes read the Financial Report.

OLD BUSINESS

Fuel System Credit Card Machine Software Upgrade – Jerry Scheidler reported that the credit card machine software service plan is now in effect. The software will be upgraded by August 1. Jerry has contacted Service Help personnel regarding the problem with the government credit card used by the Civil Air Patrol. The machine has been reset and the card now works.

100 LL Pump Repair – Jerry Scheidler reported that he contacted Avfuel and they do not have the repair parts that he wanted to purchase. Jerry then contacted the manager at North Vernon and he recommended that we contact Newton Oil in Indianapolis. Jerry contacted Newton Oil and was able to make an appointment to have their representative visit the Greensburg airport to assess our needs this week.

New Hangar Door for Unit E8 – Jon Dooley reported that three companies were requested to submit a quote to replace the hangar door on Unit E8.

1. Down Home Construction – no quote submitted
2. Morton Buildings - \$14,100 (Cable lift) and \$14,569 (Strap lift)
3. John Elsner Construction - \$12,300 (Strap lift)

During the discussion, Oris Reece expressed concerns that the cost of a new pump or pump repairs should be determined before committing to purchase the new door. Bill Ernstes noted that a new pump would cost approximately \$55,000. Jerry Scheidler also stated that the pump system is currently working fine and that with normal maintenance he did not expect any problems with the equipment. Jerry requested the spare parts to be kept on hand as a safeguard against any unexpected failure of the pump.

Bill Ernstes made a motion to accept the quote from John Elsner Construction for \$12,300 for the strap lift door. Jim Pruett seconded the motion. The motion passed by Roll Call vote 4-1. Bill Ernstes – Yes, Jim Pruett – Yes, Oris Reese – No, Don Whipple – Yes, and Jon Dooley – Yes.

NEW BUSINESS

December 2016 Board Meeting – A discussion was requested by a board member regarding the date of the December 2016 meeting. The usual day of the BOAC meetings was set in 2007 by the Clerk’s office as the 4th Monday of each month. However, the meeting day in December, 2016 will fall on Monday, December 26. Since it is the day after Christmas, City Hall will not be open. After discussion, the board agreed to set the date for the meeting for Tuesday, December 27 (subject to change).

Structural concerns for the north side of Hangar D – Jerry Scheidler reported that he recently noticed that there were structural issues in Hangar D, Units 01, 03, 05, and 07. He stated that when the doors were replaced in each of these units after they were damaged during the 2011 tornado, the contractor, Runnebohm Construction, cut supporting framework during the door installation. The area around these cuts is starting to fail. After discussion, the board agreed that Runnebohm Construction will be contacted to discuss necessary repairs.

Paul Shaffer (BF&S) – Paul Shaffer reported on the following items:

1. Status of Environmental Assessment - Comments are due from the FAA by April 29.
2. Disadvantaged Business Enterprise Program – In order to be eligible for Federal funds, this document needs approval every three years. BF&S will notify and entertain public comments on the DBEP from all interested parties at the next BOAC board meeting, obtain approvals and submit the document to the FAA by August 1.
3. Standards for Internal Control in the Federal Government – United States Government Accountability Office – BF&S will obtain a copy of the SBA audit, fill out the check list, and return the document on behalf of the BOAC board.
4. FAA Extension – BF&S will notify the FAA by May 2 of our intent to use the Non-primary Entitlement Funds noted on the CIP. BF&S needs board approval to submit the document. After discussion Jim Pruett made a motion to authorize BOAC Board President, Jon Dooley, to sign the document stating that the board intends to use the funds. Bill Ernstes seconded the motion. The motion passed unanimously by Roll Call vote 5-0.
5. Sealing of the Tarmac – Paul reported that BF&S has written a proposal for Dave O’Mara to apply a coal tar sealer to the tarmac including re-striping. The sealer is being applied to glue down new aggregate that has loosened. The repair will be completed in the fall of 2016. The contract includes a 1-year warranty on the repair work. A coal tar sealer was chosen because, in addition to gluing the aggregate, it is resistant to fuel damage. The coal tar sealer should be re-applied in 5 years and then every three years thereafter.
6. There will be an Aviation Association of Indiana quarterly meeting on July 21 at the Ft. Wayne International Airport, and the AAI Annual Conference is in Michigan City, Indiana on October 10-11-12.

Approval of Bills – The bills were presented for approval to pay. Oris Reese noted that he had not received a copy of the email containing a copy of the bills. After discussion, Jim Pruett made a motion to approve the payment of bills as presented. Don Whipple seconded the motion. The motion passed by Roll Call vote 4-1. Bill Ernstes – Yes, Jim Pruett – Yes, Oris Reese – No, Don Whipple – Yes, Jon Dooley – Yes.

Comments from the Board – Bill Ernstes stated that he had met with Mayor Dan Manus regarding airport terminal handicap accessibility. He also noted that the Greensburg Municipal Airport has a birthday this year. The airport began operations at its current location in 1946 and is 70 years old.

Comments from the Public – A question was posed to Paul Shafer regarding the possibility of a public hearing on the environmental assessment.

Meeting Adjournment & Next Meeting Date – There being no further business before the board, Don Whipple made a motion and Jim Pruett seconded the motion to adjourn the meeting. The motion passed unanimously by Voice Vote 5-0, and President Jon Dooley adjourned the meeting at 8:07 p.m. The next meeting is scheduled for Monday, May 23, 2016 at 7:00 p.m. at City Hall in Greensburg, IN.

Respectfully submitted,

Judy Curd – Board Secretary

BOAC President

BOAC Vice-president

BOAC Member

BOAC Member

BOAC Member