

DAVISS COUNTY BOARD OF AVIATION COMMISSIONERS

MINUTES OF REGULAR SESSION

The regularly scheduled meeting of the Daviess County Board of Aviation Commissioners was held on August 9, 2018 at the terminal building. The president, Ray Crawford, called the meeting to order at 2:00 p.m.

Directors present: Ray Crawford, Bernie Harner, Brian Walker, and Matt Meredith

Also present were: Airport Manager – Eric Seber, Mark Shillington – Woolpert Engineering, Tom Mason – Public, David Kinney – Heartland Payment Systems

Meeting minutes for the July 2018 board meeting reviewed. A motion to approve the meeting minutes was made by Mr. Walker. The motion was seconded by Mr. Harner. The motion carried unanimously.

Claims were reviewed, and a motion made by Mr. Harner with second by Mr. Meredith to approve the claims. The motion carried unanimously.

Manager's Report

Airport Manager Mr. Eric Seber presented his manager's report. Hangar and tie-down revenue received for the month of July 2018 totaled \$3,980.00. Fuel sales in July were a total of \$32,925.39. There were 3,304.2 gallons of Jet A sold and 4,399.2 gallons of 100LL sold. In comparison, 3,739.7 gallons of Jet A were dispensed and 4,044.8 gallons of 100LL in June 2017. \$35,824.89 was returned to the Daviess County Treasurer Aviation Fund. The 'Aviation Day' fund has \$3,057.53.

Old Business

PAVEMENT PROGRAM

Mr. Seber addressed the board that the monthly pavement inspection was completed and documented according to FAA specifications. The plan will continue to be updated to proper FAA requirements.

UNAIRWORTHY AIRCRAFT

Mr. Seber updated the board that all tenants except one have brought their aircraft to airworthy standards or have had a plan of action to bring their aircraft to airworthiness status by the June 2018 deadline to comply with having an aircraft in a hangar at KDCY. Mr. Tom Mason addressed the board that he would complete his plan of action by the next board meeting or move the aircraft off the field. Since Mr. Mason had a partial plan, the board agreed give Mr. Mason until the September board meeting to comply.

AIRPORT BUDGET

Mr. Seber addressed the board to addendums that need to be made to the budget. The airport was under the county wide policy for insurance, but the board agreed to that item needed to be in the airport's budget and not the county's budget. This also allows for additional insurance for the airport. Mr. Walker made the motion to revise the airport's budget to include insurance for the airport. Mr. Harner seconded the motion. The motion passed unanimously.

New Business

HEARTLAND CREDIT CARD PROCESSING

To further streamline airport operations and cut costs, Mr. Seber asked Mr. Dave Kinney from Heartland Credit Card Processing to address the board about his company and how they could cut credit card processing fees for the airport. His presentation will be taken under advisement by the board.

WOOLPERT – PARALLEL TAXIWAY PROJECT

Mr. Shillington from Woolpert Engineering addressed the board concerning the taxiway project and any updates of status with funding from the FAA since the last meeting. Based on that information, Mr. Meredith made the motion to allow Woolpert Engineering to submit the application for the project, AI 17, to the FAA on behalf of the BOAC. Mr. Walker seconded the motion and it was approved unanimously. The board also made a motion that any board member would be able to sign the FAA approval based on availability since the response timeline for acceptance of the grant is so short. The motion was made by Mr. Harner and Mr. Walker seconded. The motion carried unanimously.

Public Comment

N/A

The meeting was adjourned at 4:04 p.m. with a motion by Mr. Meredith. Mr. Walker. seconded the motion. The motion carried unanimously.

The next meeting is scheduled for Thursday, September 13, 2018 at 2:00 p.m.

Matt Meredith – Secretary