

# 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 November 8, 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, and Matt Meredith    Directors absent: Brian Walker

Also present were: Airport Manager – Eric Seber, Mark Shillington – Woolpert Engineering

Meeting minutes for the October 2018 board meeting reviewed. A motion to approve the meeting minutes was made by Mr. Harner. The motion was seconded by Mr. Crawford. 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 October 2018 totaled \$3,445.00. Fuel sales in October were a total of \$10,776.82. There were 1,134.8 gallons of Jet A sold and 1,345.1 gallons of 100LL sold. In comparison, 606.3 gallons of Jet A were dispensed and 2,542.8 gallons of 100LL in October 2017. \$14,874.36 was returned to the Daviess County Treasurer Aviation Fund. The 'Aviation Day' fund has \$3,057.53.

### Old Business

#### PAVEMENT PROGRAM

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

#### T-HANGAR WAITING LIST

There is one hangar that became available since the last board meeting. The current waiting list has several individuals and Mr. Seber is contacting them in sign-up order to offer a lease on the hangar.

### New Business

#### HANGAR LEASE REVIEW

The board reviewed the current pricing of our hangar offerings and compared them to surrounding airports to determine if a rate change was needed. The board determined that they are competitive with the market rate and would not change rates for 2019.

#### WOOLPERT ENGINEERING

The Board reviewed FAA pay request #1 for Grant 17, \$22,662.00 FAA Portion. Approved Mark Shillington (Woolpert) to submit pay request #1 for \$22,662.00. Woolpert recommended that the Board table paying the invoice until after FAA funds had arrived in the auditor's account. Motion by Matt, Second by Bernie. Motion carried.

Board reviewed Woolpert's FAA year-end reports for grants 15, 16, & 17. Motion by Bernie with second by Matt to submit year-end FAA reports as drafted by Woolpert. Motion carried.

### Public Comment

N/A

The meeting was adjourned at 4:17 p.m. with a motion by Mr. Meredith. Mr. Harner. seconded the motion. The motion carried unanimously.

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

Matt Meredith – Secretary