

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 April 11, 2019 at the terminal building. President, Brian Walker, called the meeting to order at 2:00 p.m.

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

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

Meeting minutes for the March 2019 board meeting reviewed. A motion to approve the meeting minutes was made by Mr. Harner. The motion was seconded by Mr. Walker. The motion carried unanimously.

Claims were reviewed, and a motion made by Mr. Meredith with second by Mr. Walker 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 March 2019 totaled \$3,330.0. Fuel sales in March were a total of \$8,003.49. There were 477.5 gallons of Jet A sold and 1,422.9 gallons of 100LL sold. In comparison, 858.4 gallons of Jet A were dispensed and 1,919.4 gallons of 100LL in March 2018. \$10,275.36 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.

FUEL TERMINAL

Quotes were received for the new fuel terminal for the Daviess County Airport from Hoosier Equipment. Hoosier was the only company to quote. The fuel terminal replaces the current unit that will not be supported soon. The board approved the QT offered product as it was the best price and more compatible with the current system.

JET FUEL CABINET REFURBISHMENT

The board reviewed a quote for refurbishing the jet fuel cabinet at the airport. There was only one bid so the board advised to solicit more bids to see if we could get the price down.

HANGAR LEASE AGREEMENTS

The board finished signing all of the updated hangar lease agreements with the new slate of board members.

New Business

ELECTRONIC COMMUNICATION POLICY MEMORANDUM

The board have reviewed a drafted Electronic Communication Policy Memorandum for the DCY airport board. Mr. Meredith made a motion to approve. Mr. Walker seconded. The motion carried unanimously.

OLD NDB POLE(S)

The board discussed removing the two poles that were used for the non-directional beacon as they are an obstruction hazard. The board agreed that they need removed.

Public Comment

N/A

The meeting was adjourned at 4:30 p.m. with a motion by Mr. Walker. Mr. Harner. seconded the motion. The motion carried unanimously.

The next meeting is scheduled for Thursday, May 9, 2019 at 2:00 p.m.

Matt Meredith – Secretary