

**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 14, 2019 at the terminal building. President, Brian Walker, called the meeting to order at 2:02 p.m.

Commissioners present: Brian Walker, Ray Crawford, Bernie Harner, and Chris Kimball

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

Meeting minutes for the September 2019 board meeting were reviewed. A motion to approve the meeting minutes was made by Mr. Harner. The motion was seconded by Mr. Kimball. The motion carried unanimously. There was no official meeting during the month of October.

Claims were reviewed, and a motion made by Mr. Kimball with second by Mr. Harner 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 2019 totaled \$4,020. Fuel sales in October were a total of \$9,632.91. There were 361.4 gallons of Jet A sold and 1,857.7 gallons of 100LL sold. In comparison, 1,134.8 gallons of Jet A were dispensed and 1,345.1 gallons of 100LL in October 2018. \$15,629.04 was returned to the Daviess County Treasurer Aviation Fund. The 'Aviation Day' fund has \$3,057.53.

PAVEMENT PROGRAM

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

Old Business

ADDING NEW COMMISSIONERS TO THE AIRPORT BOARD

The Board again discussed the need to add another commissioner to the slate. There is currently one vacant spot on the 5-member board. Mr. Jim Brinson attended the meeting and expressed interest in becoming a new commissioner. The Board asked Mr. Brinson to draft a short bio that could be submitted to County Commissioners for review.

New Business

PAY REQUEST #4 FOR TAXIWAY GRANT 17

The Board reviewed and approved Pay Request #4 for Taxiway Grant 17 drafted by Mark Shillington of Woolpert. A motion to approve the pay request was made by Mr. Walker. The motion was seconded by Mr. Kimball. The motion carried unanimously.

Woolpert Engineering

DELPHI E-INVOICING SYSTEM CONSENT

Mr. Shillington presented the board with a consent form designating Lynn Pressler, of Woolpert, as the BOAC's agent for submitting grant invoices to the Department of Transportation's Delphi e-Invoicing System. A motion to approve the consent with Woolpert was made by Mr. Kimball and seconded by Mr. Walker. The motion carried unanimously.

DAVIS-BACON ACT WAGE REVIEW OF E&B PAVING, INC.

Mr. Shillington presented the Board with wage information gathered from E&B Paving, Inc. relating to the work performed on Phase II of the taxiway extension. The Board reviewed the wage information and finds that the wages meet the requirements of the Davis-Bacon Wage Act. A motion to approve the Wage Review was made by Mr. Harner and seconded by Mr. Crawford. The motion carried unanimously.

Public Comment

None

The meeting was adjourned at 4:26 p.m. with a motion by Mr. Walker. Mr. Harner seconded the motion. The motion carried unanimously. The next meeting is scheduled for Thursday, December 12, 2019 at 2:00 p.m. Brian Walker – Secretary