

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 February 13, 2020 at the terminal building. President, Brian Walker, called the meeting to order at 2:03 p.m.

Commissioners present: Brian Walker, Chris Kimball, and Jim Brinson. Bernie Harner attended via telephone

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

Meeting minutes for the December 2019 board meeting were reviewed. A motion to approve the meeting minutes was made by Mr. Kimball. The motion was seconded by Mr. Harner and carried unanimously. An official meeting was not held in January 2020.

Claims for December and January were reviewed. A motion was made by Mr. Brinson with second by Mr. Walker to approve the claims. The motion carried unanimously.

Manager's Report

Airport Manager Mr. Eric Seber presented the manager's report. Hangar and tie-down revenue received for the month of January 2020 totaled \$12,319.00. Fuel sales in January were a total of \$5,629.92. There were 776.1 gallons of Jet A sold and 531.0 gallons of 100LL sold. In comparison, 596.3 gallons of Jet A were dispensed and 573.7 gallons of 100LL in January 2019. \$17,353.14 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.

2020 BOAC APPOINTMENTS

BOAC appointments were made as follows: Brian Walker – President & Secretary, Jim Brinson – Vice President, Bernie Harner – Treasurer, Chris Kimball – Member at Large. A motion was made by Mr. Harner with second by Mr. Kimball to approve the 2020 appointments. The motion carried unanimously.

Old Business

ADDING ANOTHER COMMISSIONER

The BOAC heard from Mr. Steven Fowler regarding his interest in serving as a new aviation commissioner. Currently, there's one unfilled position on the BOAC. The BOAC invited Mr. Fowler to draft a bio letter to submit to the county commissioners.

New Business

None

Woolpert Engineering

AIP GRANT 16 & 2020 CAPITAL IMPROVEMENT PLAN

Mr. Shillington presented the board with a recommendation to approve the following documents: 2020 Capital Improvement Plan, AIP 16 Pay Request #5, AIP 16 Change Order 1, AIP 16 Close Out Letter, AIP 16 Davis Bacon Wage Review. A motion was made by Mr. Harner with second by Mr. Kimball to approve the 2020 CIP and AIP 16 documents listed. The motion carried unanimously.

AIP GRANT 17

Mr. Shillington presented the board with a recommendation to approve Change Order 1 for AIP Grant 17 with E&B Paving. A motion was made by Mr. Brinson with second by Mr. Walker to approve the Change Order 1 for AIP Grant 17 with E&B Paving. The motion carried unanimously.

Mr. Shillington presented the board with a recommendation to approve the Davis Bacon Payroll records review for E&B Paving Invoice #3. A motion was made by Mr. Kimball with second by Mr. Brinson to approve the payroll records review. The motion carried unanimously.

Mr. Shillington presented the board with a recommendation to approve the Final Pay Request #5 for AIP Grant 17 from E&B Paving in the amount of \$53,747.00 FAA and \$2,985.93 State. A motion was made by Mr. Kimball with second by Mr. Walker to approve the Pay Request #5 for Grant 17. The motion carried unanimously.

Mr. Shillington presented the board with a recommendation to approve the Federal Financial Report for Grant 17. A motion was made by Mr. Kimball with second by Mr. Walker to approve the Federal Financial Report for Grant 17. The motion carried unanimously.

Public Comment

None

The meeting was adjourned at 4:00 p.m. with a motion by Mr. Harner. Mr. Kimball seconded the motion. The motion carried unanimously. The next meeting is scheduled for Thursday, March 12, 2020 at 2:00 p.m. Brain Walker – Secretary