



759 W 400 S - Crawfordsville, IN – (765) 362-0070

CRAWFORDSVILLE BOARD OF AVIATION COMMISSIONERS

Meeting Minutes

December 10, 2009

Board Members Attending:

Chuck Fiedler, President - Steve Rasmussen, Vice President - Myra Dunn,
Treasurer - Russ Stath, Secretary

Others Attending:

Monty Miller, Vic Bandini, Ken Ross, Bill Cramer

I. Call to order

Chuck Fiedler called to order the regular meeting of the **Board of Aviation Commissioners** at **17:00** on **December 10th, 2009** in the **airport terminal conference room**, noting that a **quorum** was present.

II. Approval of claims

Michiana Contracting, Inc. will be paid \$18,255.81 of their \$23,000+/- claim upon a detailed listing being submitted and approved by Ken Ross. The remainder of the claim shall be paid upon receiving additional insurance payment. All other December claims were presented to the Board for review. A motion was made, seconded and all agreed. The motion carried and all claims were approved as presented. See attached Appropriation report for a complete listing of claims.

III. Approval of minutes from last meeting

Minutes were not available for the November 12th and 19th Board meetings. Chuck Fiedler asked Bill Cramer if he would record the minutes of the meeting and he agreed. He will also provide minutes from the November 19th meeting.

IV. Treasurer Report

Myra Dunn presented the November Treasurer Report. A copy of this report was distributed to all present and attached to these minutes. Russ Stath made a motion to approve said report, Steve Rasmussen seconded the motion and all agreed. The motion carried and said report was approved.

V. NGC Report presented Ken Ross

- a) The runway is now open at night per three NOTAM's dated December 8th stating 22 PAPI OTS, 4 REIL OTS AND 22 REIL OTS (awaiting lightning)



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arrestors). The “grooving” and final painting will be completed this spring. Ken requested approval for NGC and Michiana for FAA grant of \$19,011 and State of \$500.28. A motion was made, seconded and all agreed. The motion carried and the request was approved. Myra Dunn relayed a pilot observation of standing water adjacent to the runway and standing water along 400 South at the west gravel entrance. Ken Ross stated the west entrance was on his spring list.

- b) Ken Ross reported that Jon Mill of W.G. Gentry stated that the conduits to the underground fuel tanks must be sealed to prevent water infiltration. Ken advised not to pay the pumping invoice of W.G. Gentry.
- c) The terminal building punch list is nearly complete and the Board is close to releasing the retainage check. The sealing of the steel and block wall is not in the specifications or details. This will probably not be warranty work.

VI. Old business

- a) The Airport Manager and Maintenance contracts were reviewed by the Board. Russ Stath made a motion to accept said contracts, Myra Dunn seconded the motion and all agreed. The motion carried and said contracts were approved.
- b) The Maintenance Hangar office refurbishing could approach \$25,000. \$12,380 for floor replacement, \$3,740 for ceiling replacement (per Davidson Construction Co.), plus furnace, A/C and carpet. The Board will obtain additional estimates and ideas.
- c) Matt Cooper has not finished the exterior junction box or delivered the telephone user manual. The claim will continue to be withheld.

VII. New business

Myra Dunn reported on Minimum Standards for the airport. She stated that some should be in place by March and should be developed by a committee. Chuck Fiedler recommended that she select the committee and proceed.

VIII. RedTop Aviation Report

Vic Bandini presented the RedTop Aviation report on operations for the month. A copy of the report was distributed to all present and is attached to these minutes.

IX. Airport Manager Report

Monty Miller stated that two pavement reflectors were damaging the snow plow. He and Ken Ross inspected said reflectors.



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X. Visitor Comments

There were no visitor comments.

XI. Miscellaneous

- a) Hot water heater is inoperable. Myra Dunn asked Bill Cramer to call Jacob Wagle for warranty repair.
- b) Haybush was recommended as a plumber upon warranty expiration.
- c) Cook Heating annual service contract will be reviewed upon warranty expiration
- d) The green beacon is out of service. Ken Ross stated that when the weather improved it shall be inspected.

XII. Adjournment

Chuck Fiedler adjourned the meeting at **19:15**.

Minutes submitted by: Bill Cramer

Minutes reviewed by:

Next BOAC Meeting shall be January 14, 2010 in the CFJ conference room.