

**MONROE COUNTY BOARD OF  
AVIATION COMMISSIONERS  
REGULAR SESSION**

**DATE:** February 25, 2020

**TIME:** 0800 hours

**PLACE:** Airport Administration Building

**MEMBERS:**

*Dr. William Pugh, President*

*Mr. Ken Ritchie, Vice-President*

*Mr. Gene DeVane, Treasurer*

*Mr. Pat Murphy, Secretary*

**OTHERS PRESENT:**

Mrs. Amy Gharst, Financial Manager

Mr. Gerry Harkin, EAA 650 President

Mr. Rex Hinkle, Cook Aviation

Mr. Trent Holder, Hanson Professional Services

Mrs. Iris Kiesling, Monroe County Citizen

Mr. Carlos Laverty, Airport Director

Mr. Tim Porter, EAA 650 Member

Dr. Pugh called the meeting to order at 0816 and requested approval of the January minutes.

Mr. DeVane made the motion to approve, seconded by Mr. Ritchie. Motion passed.

**FINANCIAL REPORT:**

Mrs. Gharst provided the members with a list by email of the claims being signed today, so they would have time to look them over before the meeting. Also, a copy of the January financial report, which includes the previously reviewed and approved claims by signatures and email. After review, Mr. Ritchie made the motion to ratify the January claims; Mr. DeVane seconded the motion. Motion passed.

Mrs. Gharst attended a financial manager's conference and placed an agenda from the meeting in each member's binder. Amy talked about the problems with Elite Airways and Via (which still owes \$650). Elite Airways outstanding invoices since March 2019, amount due is \$3175. The office heard from Rex Hinkle of an Elite trip into BMG. No one made contact for PPR. Back and forth, with emails, still no payment. Carlos contacted the FAA regarding nonpayment and asked if the airport could deny landing rights, answer yes. Finally, on the last day, on the last hour, the vice-president called and submitted an ACH to the airport checking account. Amy notified Rex on Saturday morning that they could land. Carlos said he wasn't sure if he would have denied landing rights, but it worked out, and the airport received payment. Dr. Pugh asked Mr. Hinkle how Cook Aviation received payment, by credit card. If one bounces, he asks for another.

Carlos went out and bought a credit card reader. Now we can use credit cards for some of the hangar renters.

Mr. Ritchie suggested maybe next time, write a letter to the group using the charter company and inform them that the charter company isn't paying their bills.

#### **ENGINEER'S REPORT:**

Mr. Trent Holder, a planner from Hanson Professional Services, stated there was not much to update. The phase one archaeological report has been at the SHIPO office for three weeks should be done in about another week. Then the CATEX form to be submitted to FAA by mid-March for the 55 acres. The TAXIWAY project is on hold until spring.

#### **OLD BUSINESS: NONE**

#### **NEW BUSINESS:**

Mr. Laverty requested the BOAC members revisit the farm lease extension with one farmer, Mr. Terrell. The second farmer has been in and met with Carlos and also met with the Monroe County Soil & Water person, Martha Miller. She helped craft a plan that would help each farmer fulfill their requirements according to the lease. They will maintain and improve the soil nutrients of the farm fields. Each farmer has been given a map of their areas, the total acres 551.9, Mr. Duckworth's part is a little bit larger than Mr. Terrell.

Mr. Laverty wants to extend their lease for (3) more years. Then put the farm fields back up for auction. The motion was made by Mr. Ritchie and seconded by Mr. Murphy to extend the lease to both farmers and open this business for discussion.

Mr. Ritchie would like to know what the red lines and the yellow lines mean on the maps. Mr. Duckworth's fields are in yellow, and Mr. Terrell's is in red.

Again the motion was made by Mr. Ritchie and seconded by Mr. Murphy to give the (2) farmers the extension for three more years. Mr. Ritchie is ok with (2) farmers on the lease, but next time have one person liable for the contract.

#### **ASSISTANT DIRECTOR'S REPORT:**

Mr. Will Lee is out sick, so Mr. Laverty gave his report. The maintenance department has been working very hard on the Hangar H/Great-West hangar. They fixed the bathroom and wet bar area for coffee and soft drinks and added a portable shed for the Great West pilots to use as their office. There are now separate entrances for both sides. They have been moving all the maintenance items out of the old shop into Hangar H.

#### **DIRECTOR'S REPORT:**

##### **Annual Report:**

Carlos has provided each member a copy of the 2019 Annual Report, which had to be turned into the commissioner's office by February 1. The report talks about the Drone projects, the 55 acres, the Taxiway project, the staffing changes, the ARFF truck and gear, security gate upgrade, and the addition of the Barber Shop in March and community night in October. The airport saw a slight increase in corporate fuel sales and a slight decrease in GA fuel sales.

**Aquila Hangar:**

The sale of the Aquila Hangar is almost complete. We have not received the signed documents from both parties.

**Great-West:**

Carlos has started the process of writing a new lease for (3) more years with Great-West now that the hangar remodel is complete.

**Maintenance Building:**

The maintenance building is just about empty, Mr. Lavery was unsure as to how the building could be utilized. The building is inside the fence, but too small for an airplane. One of the community colleges has approached him requesting to use the building as an automotive shop, to start in the spring. Carlos received an encouraging email from the Chancellor. The school is very excited about the class being at the airport.

**BMG #5 Hangar Purchase:**

The airport office received a copy of the bill of sale. The BOAC doesn't have anything to do with the sale of private hangars.

Last week there was a tabletop review of the Airport Emergency Plan; there was a great turnout from different agencies. There was talk about having an emergency exercise in the future.

Last week Mr. Tim Deckard, the training officer from the VBFD, came by for a meeting. It was an excellent meeting, and Mr. Lavery feels everyone is on the same page for VBFD and the airport.

**PUBLIC COMMENT:**

Mr. Hinkle said his office was approached by VBFD requesting help for ARFF equipment and gear. Mr. Lavery said he would meet with Mr. Hinkle and give him the numbers. VBFD may take over ARFF from the airport in the future.

Mr. Harkin said the EAA 650 had made a request for the Ford-Tri Motor to stop here in October 2020; he hasn't heard anything yet.

Mr. Ritchie said he and Carlos attended the Aviation Indiana Legislative Luncheon they met with Matt Pierce and Peggy Mayfield.

The meeting adjourned at 09:19. The next meeting is scheduled for March 17, 2020.

Carlos Lavery, Airport Director

**Carlos Lavery / Monroe County Airport - KBMG / Director of Aviation**

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