

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

DATE: April 21, 2020

TIME: 0800 hours

PLACE: Zoom Meeting

MEMBERS:

Dr. William Pugh, President

Mr. Ken Ritchie, Vice-President

Mr. Gene DeVane, Treasurer

Mr. Pat Murphy, Secretary

OTHERS PRESENT:

Mr. Eric Evans, Monroe County Tech Services

Mrs. Amy Gharst, Financial Manager

Mrs. Nancy Johnson, Airport Secretary

Mr. Josh Lankford, ATCT Manager

Mr. Carlos Laverty, Airport Director

Mr. Will Lee, Assistant Manager

Mr. Joe Worley, Hanson Professional Services

Dr. Pugh called the meeting to order at 0807 and requested approval of the February minutes.

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

FINANCIAL REPORT:

Mrs. Gharst requested the members ratify the claims for February and March which have already been approved by email. Mr. DeVane made the motion to ratify the February and March claims; Mr. Murphy seconded the motion. Motion passed.

Mrs. Gharst has been working from home and coming in one day a week, she asked the SBOA's if it was legal to make deposits once or twice a week, she would like the BOAC formal approval in this matter. Mr. DeVane made the motion to approve the office could make deposits once or twice a week. Mr. Murphy seconded. Motion passed.

ENGINEER'S REPORT:

Mr. Joe Worley gave the updates on projects:

Hope to return to airport in June, he has no idea what the virus has done to the overall cost of the Taxiway project.

55 acre environmental report was approved.

Bravo 3 & 4 grant application is in.

OLD BUSINESS: NONE

NEW BUSINESS:

Mr. Carlos Laverty stated the new lease for the Barber is ready and the members have a copy, a 2 year lease with the option to extend. Since she hasn't been able to work for over a month, Carlos is doing a rent abatement. He will have the new lease start in June with just a month by month until things get better. Hope to know by May meeting a better understanding of how things are working out and when the county can open back up. Mr. DeVane made the motion to approve new Barber lease. Mr. Murphy seconded. Motion passed.

The Ivy Tech lease was signed by Dr. Pugh in March, but due to the shutdown of schools, Carlos is requesting the lease start day be moved to May 1st, 2020, Mr. DeVane made the motion to ratify the Ivy Tech lease. Mr. Murphy seconded. Motion passed.

ASSISTANT DIRECTOR'S REPORT:

Mr. Will Lee stated that all equipment had been moved from the old shop to the "New" shop, Hangar H. Working with a skeleton crew has been challenging, the new shop is operational, has been cancellation of classes for personnel. Will is working with Tim Deckard on the Van Buren Fire Department to stay in compliance. Also he is working on the sale of Recue 99. Mr. Lee hopes to have a full crew back by early May so they don't get behind in mowing.

Carlos requested that Mr. Lee tell everyone about the warranty work done on the Stryker. Mr. Lee said there problems with the Stryker, thought it was transmission; after many calls and no one calling back, Carlos spoke to Joe and he gave us a contact, whom was very helpful, turns out there was a program recall and a computer setting was wrong. Problem corrected.

DIRECTOR'S REPORT:

Mr. Carlos Laverty was asked by Dr. Pugh what was happening with the Double Wide, which is still leased by Mr. Bob Burke, Mr. Burke's lease doesn't run out for another year.

Carlos informed everyone on Hangar's F & H, in the back which are leased by Cook and not used very much mostly for storage or if a repair is needed on a plane. There is mold and mildew. The repair will be \$300K, the Cook lease has one more year, Cook is checking with the higher up's to see if they will renew the lease. Mr. Ritchie said he thought the hangars were built in the 1980's, and they are getting some age of them. Mrs. Gharst said maybe there was a roof issue, the limit for the lessor is 5K. Ken asked the members, but he did not want to put a lot in the buildings due to their age and they are pole barn style buildings. Ken asked at the cost of \$300k, couldn't new hangars be built cheaper. Carlos agrees not to repair the current buildings. Mrs. Gharst said if Cook didn't lease, then tear them down.

Dr. Pugh said the first flight department was in those buildings.

Great West Update:

Carlos has sent the new lease to the corporate office, he thinks someone is go over each word, the head pilot has told them to back off and sign the lease. He hopes the signed lease will happen this week.

Aquila Sale:

Mr. Paul Bender has not received a new land description from the engineer, hopefully soon. Then a new agreement will be done with him.

Since everything has been stopped or slowed down, we had no March meeting, Amy is working from home and had the airport mail forwarded to her home, still coming in once a week, Nancy comes in on weekend. Two maintenance personnel come at a time, Will is going to have everyone in to mow. The crew has done a great job moving into new maintenance shop. Carlos has been having a lot of calls for updates on the Care's Act. He also has noticed that airports in other states are having trouble financially. He also has been in contact with Aviation Indiana were they are having and Q & A.

Regarding the Care's Act and airports, the 2020 capital improvements will be 100% federal money. Carlos asked Joe if we could add something to our projects. No. The airport will be given 69K to use any way we see fit, there will be a small application required. Carlos is going to wait and see how the year goes. Possibly needed for payroll, Carlos and Ken Ritchie had a conference call with Marty Hawkins, Monroe County Council member, she wanted to let everyone know that the June tax settlement from the county will be lower due to the shutdown.

The county has requested all travel, training and non-essential expense be stopped. The airport has not received any airline payments for March at this time. The tenants have paid, only the Barber has not. FBO's are doing ok at this time. During a call with AAAE the NATA is telling FBO'S to ask for a rent abatement.

ATCT Recorder:

Carlos informed everyone the tower recorder is down, as of Sunday the hard drive on the main recorder and back up recorder are down, this is an FAA requirement. The new "recorder" was purchased in 2018 from Norway, the manual was in Norwegian, Mr. Charles Green, and our tower maintenance person had someone translate, Chuck and everyone that Muncie airport has tried to get the recorder to work. Carlos said it is time to buy another recorder ASAP, Carlos has found a company in Indianapolis and they will come down and install the recorder for about 6K. Carlos asked Mr. Lankford if he had anything to add, no. Mr. Murphy asked, what the drop is dead date to try the recorder bought in 2018 working. Carlos said that he feels we are just spinning our wheels. The other company can have the recorder here within a week. Dr. Pugh and members agree that a new recorder has to been ordered ASAP. The radio system is old but that replacement would cost 100K. Mr. Ritchie made the motion to purchase a new recorder for the ATCT. Mr. Murphy seconded. Motion passed. Need to start assessing what needs to be replaced and the cost in the tower. Dr. Pugh asked went the VOR is shut down what will replace it, Carlos the new system is about suit case size.

PUBLIC COMMENT:

No public in attendance.

The meeting adjourned at 09:12. The next meeting is on May 19, 2020.

Carlos Laverty, Airport Director

Carlos Laverty / Monroe County Airport - KBMG / Director of Aviation

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