

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

**DATE:** July 21, 2020

**TIME:** 0800 hours

**PLACE:** Zoom Meeting

**MEMBERS:**

*Dr. Pugh, President*

*Mr. Ritchie, Vice-President*

*Mr. DeVane, Treasurer*

*Mr. Murphy, Secretary*

**OTHERS PRESENT:**

Mrs. Gharst, Financial Manager

Mr. Hinkle, Cook Aviation

Mrs. Johnson, Airport Secretary

Mr. Lavery, Airport Director

Mr. Worley, Hanson Professional Services

Dr. Pugh called the meeting to order at 0812 and requested approval of the June minutes. Mr. Ritchie made the motion to approve, seconded by Mr. DeVane. Motion passed.

**FINANCIAL REPORT:**

Mrs. Gharst emailed the members the June Cash Ledger, requesting the claims be ratified, which were approved by email. Mr. Ritchie made the motion to ratify the June claims; Mr. Murphy seconded the motion. Motion passed. Mrs. Gharst also updated everyone on the Miami Air International's bankruptcy, the airport was listed as a creditor, and therefore the airport cannot go after the \$500 the airline owed. In the information sent from Miami Air, they were purchased by World Atlantic Airlines. Via Airline has not paid their bill even after the court hearing, she heard Via Airlines had also filed for bankruptcy. Mr. Ritchie asked if it was possible to have the Airlines pay upfront, very unlikely with all the last minute changes that happen quite often.

**ENGINEER'S REPORT:**

Mr. Worley gave project updates:

Taxiway A- the construction is going well, they are planning on paving Friday, Monday and Tuesday and be out by next Friday and returning in 30 days for markings.

Taxiway B – New project, advertising next couple of weeks, opening bids will occur the first week in August, since this is a small project, with pavement and electrical, not sure how many will bid.

It will be a small ten working days project. Dr. Pugh asked about B4 being closed, and if the tower had any objections. Mr. Lankford had been included in all meetings, and the tower is ok with the project.

**OLD BUSINESS:**

Mr. Laverty gave an update on the CARES grant. We went before Monroe County Council and requested an additional line be added to our budget for reimbursement of expenses; the request was approved. As presented last month, the new tower recorder was the first item to be paid for out of the grant.

**NEW BUSINESS: NONE**

**DIRECTOR'S REPORT:**

Mr. Laverty gave an update on airport personnel training events. The USDA wildlife training did not happen due to people being sick in the USDA office, and he also had to notify FAA, due to the fact we would be out of compliance, the FAA granted a 90-day extension. The ARFF training will be held the first week of August with the Van Buren Fire Department; our personnel will do the live burn recertification on Friday. Mr. Laverty contacted the Terre Haute Airport; they are sending one person for the 40 hr training and 2-3 people for the live burn recertification. Tower traffic numbers for May were 40% down, June was 47% down, but for the last couple of weeks, the traffic has been up. Mr. Hinkle was asked how Cook was doing; Cook counts the number of people coming into their building, the headcount for May was 121 and for June was 121, he hopes to see more flights for Cook Aircraft, and those planes haven't flown much since March.

Mr. Laverty informed everyone of the Runway Incursion, which occurred on the evening of June 25, 2020. A tenant sent a group out to their hangar; one person had a gate card and was aware of the airport driving procedures. That person then left early and gave everyone a short explanation of how to get back out. The gentleman that got on to the runway and taxiways was very sorry for all the trouble. Mr. Laverty and Dr. Pugh wrote a warning letter to the tenant, and this would be the only warning letter. Their chief pilot is re-educating everyone involved; the company has put a stop sign on the side of their hangar. Mr. Laverty stated that the airport is using an on-line training video to which can be made available to all commercial and private tenants, and the airport personnel has to do a refresher course each year. Mr. Laverty reported to the FAA last week, that person was on vacation. If this had happened at a large airport, he assured FAA would have been visiting ASAP, but being a general airport, therefore, not urgent. Dr. Pugh asked if additional signage should be put up around the airport. No, Mr. Worley stated you don't want to confuse the pilots, with more signs to read, maybe put up signs on the fence. Dr. Pugh asked about the night operational field lights not being visible 10 miles out, which he had to be close enough to see the airport before he could see the lights, Mr. Worley would look into the night lights.

The FAA is moving faster on decommissioning the VOR, ASOS will be transferred to the tower, and the FAA needs our VOR for Terre Haute Airport. Hopefully, more information will be given in a few weeks.

Just a reminder that the tower has a new recorder, not totally up and running, a cabinet had to be built on the upper deck, and was completed on Friday, the tech from Ohio will return and get everything set up. The old recorder is working, for now, just have to reset every 6 hours. The new recorder should last for years.

Dr. Pugh spoke on the email Mr. Laverty had sent the board, Ivy Tech wants to paint the outside of the building and wants the airport to buy the paint. Carlos figured it would cost 3K, Mr. DeVane said he would look to Mr. Laverty for his recommendation, their lease states they are responsible for building maintenance. Mr. Ritchie stated that Ivy Tech received a good deal on the building, and he thinks that is too much money, maybe split the cost or reduce their lease payment to 50%. The BOAC suggested returning to Ivy Tech by splitting the cost of the paint. Dr. Pugh asked if Ivy Tech had thought of offering a class on airplane repairs. Mr. Hinkle stated about 20 years ago in the ACE High building, owned by Mr. & Mrs. Hammuel; Ivy Tech tried offering flight school training and ground school training, only one or two people interested. Possibly due to the fact Ivy Tech School in Terre Haute that offered the same classes. Mr. Ritchie asked how Mr. Bannon was doing, Mr. Laverty stated he had been in the office a few days last week, he is making contacts with different airports.

**PUBLIC COMMENT:**

There were a few people on ZOOM not in the actual meeting, but they left.

Mr. Hinkle had a question regarding the tar getting on the airplane tires and being tracked into their building, he doesn't mind cleaning their building, but if a private plane were to get resin on their carpet, it would be expensive to remove. Mr. Laverty is looking into a solution to fix this problem since the tar was applied almost a year ago, this situation hasn't come up before, and it is not all over the airport, just in one location. Mr. Worley was asked, he said it might have an idea why this happens, he said it sound look a mad mix of materials.

The meeting adjourned at 09:05. The next meeting is on August 18, 2020.

Carlos Laverty, Airport Director

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

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