

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

DATE: August 22, 2017
TIME: 0800 hours
PLACE: Airport Terminal Building

MEMBERS:

Dr. William Pugh, President
Mr. Ken Ritchie, Vice-President
Mr. Patrick Murphy, Treasurer

OTHERS PRESENT:

Mr. Bobbie Burke Sr., BMG Aviation
Mr. Steve Capps, Cook Aviation
Mrs. Amy Gharst, Airport Administrative Assistant
Mr. Gerry Harkin, EAA650
Mrs. Nancy Johnson, Airport Secretary
Mr. Geoff McKim, Monroe County Council
Mr. Bruce Payton, Airport Director
Mr. Joe Worley, Hanson Professional Services

Dr. Pugh called the meeting to order at 0810 hours and requested review and approval of the June 2017 minutes. Mr. Ritchie moved to approve the minutes as presented, Mr. Murphy seconded the motion; unanimously approved.

SOLAR APPLICATIONS AT AIRPORT:

Mr. Payton has been talking with the county officials and Mr. Peter Iverson regarding possible installation of a solar array here at the airport. Jeff Cockerill, Joe Worley, and Bruce Payton met with the owners of Johnson Melloh Solutions, the company that conducted the Indianapolis Airport solar array. They discussed multiple ideas and locations where arrays could be considered that would provide electrical power to airport owned buildings and future development areas. Mr. Iverson has asked to discuss this with the Board in their September meeting.

RATIFY COOK STORAGE HANGAR LEASE:

Mr. Payton updated the board on Cook Aviation's Storage/Hangar lease. He had previously provided the Board a completed copy for their review. He received individual approvals from the Board to execute the Lease. The previous lease of this building was tied to the original lease agreement that matured October 2016. Because this type pole frame construction is no longer

approved for airport leases, this building was set aside under and separate agreement. Cook Aviation will continue use of their building for FBO purposes for 5 additional years and at a lease rate equal to the airport's monthly T-Hangar rental rate. At the end of that term, the building will be removed or revert ownership to the airport. A motion to ratify the individual approval was made by Mr. Ritchie and seconded by Mr. Murphy; motion unanimously approved.

CIVIAL AIR PATROL (CAP) T-HANGAR OFFICE LEASE:

Mr. Payton reported on the CAP hangar/office space, which is located on an end cap of T-hangar. Historically, the CAP has been allowed use of this area for storage of equipment and uniforms. They would like to remodel this space by removing the existing mold saturated building materials and replace with new framed walls, electrical wiring, drywall, and A/C to prevent mold.

For their sizable financial investment, CAP has asked for a formal agreement allowing continued use of the space amortizing the investment over 10 years. Mr. Payton has written and provided them a copy of a lease agreement for review and edits by their legal advisor. The amortization rate is based on \$50 per month with a \$10 per month increase every three years. After discussing the details and the value of CAP, Mr. Murphy made the motion to approve the lease pending Mr. Cockerill's review. Mr. Ritchie suggested we cap the improvements we will amortize up to \$9,000 and make sure CAP has insurance equal to other tenants. The motion was seconded by Mr. Ritchie; motion carried unanimously.

NEW BUSINESS:

Mr. Payton reported he has met with Mr. Jeff Baldwin, Director of Bloomington Boys & Girls Club. They are working with Big Red Liquors and Bender Lumber planning a fund raiser to be held in Bender's hangar. The event is a Bourbon tasting and auction that will be planned for October. Mr. Payton will work with Mr. Baldwin on the details of holding such an event on the airport. After discussion, the Board approved this event on the airfield with proceeds going to the Boys & Girls Club.

OLD BUSINESS:

Mr. Geoff McKim of the Monroe County Council spoke to the Board members regarding the Airport Director's salary. Mr. McKim explained there are different classifications for county employees and there is a group of employees whose job description and requirements will not fit in any category. These positions are listed Special Occupation (SO) and the Airport Director's position is one.

At the request of the Monroe County Council in 2016, Mr. Ritchie compiled and provided them salary and benefit compensation for Airport Directors at airports equal to Monroe County throughout the region. Upon review of this information, the Council's suggestion is to increase the Director's annual salary at \$85,000 as the new salary, activated for the next pay period. After a lengthy discussion between the Board and Mr. McKim, the Board agreed to the Council's suggestion for Mr. Payton's salary increase. Mr. McKim thought this item would be voted on their meeting later that evening.

The members briefly discussed with Mr. McKim that Mr. Ritchie's most recent submittal of information talked about the Board creating an Associate Director that could be brought in and trained by Mr. Payton for a period of time before his retirement. Mr. McKim suggested that the Board start writing the Associate Airport Director's job description soon, with HR's input, for completion by next year's budget time.

Mr. Payton reported we have not yet received the Snow Removal Vehicle ordered in September 2016. The truck was due per the contract by mid-February. Mr. Payton has discussed ideas with respect to the liquidated damages as stated in the contract and could the airport accept a service contract in lieu of such monetary reduction.

Mr. Payton explained that he has received notice from INDOT the reconstruction on North Taxiway Alpha was been moved to FY 2018. Mr. Worley added the preliminary design will likely be funded this year.

Mr. Worley reported on the Airport Fence Phase II and that the contractor is about 85-90% complete. The project should be complete in a couple of weeks.

Mr. Payton briefed the Board that the Indiana Department of Environmental Management conducted an unannounced site visit here on August 1. They reviewed airport policy and procedures with respect to storm water management and spill prevention control and countermeasure. The visit indicated there are no violations or concerns and just only one recommendation for BMG aviation.

Mr. Payton reported the FAA MALSR/PAPI project began August 14, and the runway would reopen August 28. He noted that the FAA had changed closure dates several times previously. This was causing serious disruptions to corporate aircraft operations. Therefore, Mr. Payton wrote the FAA indicating he will not allow airport closure until we have received official notice that is 30 days in advance. He later received that official notice and the project began mid-August. He stated the contractors have been doing a great job and have enjoyed excellent weather. The completion date is August 28th. During the closure, our maintenance crew will be repainting the RWY lines.

PUBLIC COMMENT:

Mr. Gerry Harkin, President of EAA650, reported on their activities. The EAA would like to install a new sign up at the entrance of the driveway to the EAA Building. They also have plans for a patio on the front side of the office and constructing a ramp on the rear deck to allow wheelchair's access. On September 9th, the EAA will present the FAA Master Pilot award to one of their members, Mr. Jim Stark. They have requested the President of the Board of Aviation Commissioners make that presentation. Dr. Pugh accepted.

With no additional public comment. The meeting adjourned at 0920 hours. The next meeting is scheduled for September 19, 2017 at 0800 hours.

Bruce Payton, Airport Director