

DELPHI MUNICIPAL AIRPORT  
BOARD OF DIRECTORS  
NOVEMBER 8, 2018  
MINUTES

The meeting of the Board of Aviation Commissioners of the Delphi Municipal Airport was called to order at 7:00 PM, November 8, 2018. This was a combined meeting for the months of October and November.

Members present were: Larry Gruber, Adam Clawson, Ronda Cassens, Brent Flory.  
Guests present: Ed Nagle, Mayor Shane Evans

Motion to approve the minutes of the last meeting. Motion was voted on and approved.

Treasurers report was reviewed and accepted.

In the absence of Ken Ross, airport engineer, a written report was submitted.

It was reported that the current grant (API 14) for the runway extension, pending a pay request that follows, has a balance of \$133,041.00 in obligated funds.

An FAA grant for the lighting and additional work on the runway has been received. This grant has an available balance of \$508,899.04.

Construction of phase 3 has begun. It was reported that the runway will be closed for seven days while work is being accomplished. We will work with Leanne to encumber any unspent grant match dollars.

The photogrammetry survey is complete and the surveyor is working to upload the information to the FAA AGIS system. Once that is complete we will request the approach designs.

A motion was made by Larry Gruber to approve the report from NGC, seconded by Ronda Cassens. Voted on and approved.

Managers report:

It was reported that work is continuing on the change of the gas terminal.

The list of hangar tenants was distributed earlier and a request to help obtain the missing phone numbers and email addresses. It was also noted that all of the hangars are currently rented.

LUNCH AT THE AIRPORT for all city employees, common council and board of aviation commissioners is schedule for Tuesday, November 13, 2018 from 11:30 to 1:00. All board members are invited to attend and meet many of the city employees.

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Board members were shown the list of emergency numbers posted in the office and given information concerning emergency procedures and the work being done to develop an emergency plan in conjunction with the fire department and emergency management.

The exclusive fuel arrangement with AV Fuel was brought up and it was noted that AV Fuel must be notified of changes to the contract prior to April 12, 2019. Discussion will continue on continuing or terminating this contract.

Discussion of long term tie-down at the airport was initiated and it was tabled until after the first of the year.

*A request was made to dispose of the used computers and printers in the back room. After discussion it was determine that these computers and printers are of no value and the board approved disposing of them at this time*

Old Business:

A motion was made by Larry Gruber and seconded by Brent Flory that the manager use his desecration in the disposal of the computers and printers in the back room. Voted on and approved.

Snow removal was discussed and President Rick Wasson asked that everyone try to locate someone that could be hired to do snow removal at the airport.

New Business:

A motion was made by Ronda Cassens and seconded by Rick Wasson to approve the purchase of the Fuel Master gas terminal including the digital readout and installation cost as proposed by Hoosier Equipment Service , Inc. Voted on and approved.

A motion was made by Larry Gruber seconded by Rick Wasson that the manager be authorized to initiate any encumbrances necessary. Voted on and approved.

A motion was made for the meeting to be adjourned by Larry Gruber seconded by Brent Flory. The meeting was adjourned at 8:05 PM

NEXT MEETING  
THURSDAY, JANUARY 24, 2019