

**North Vernon Aviation Commission
 Regular Meeting Minutes: May 1, 2007
 Held at the North Vernon Airport Terminal Conference Center
 645 E CR 450 N, North Vernon, Indiana**

ATTENDANCE

Board Members

✓ Charles Carson, Board President	✓ Bill Black, Secretary
✓ Howard Malcomb, Vice-President	✓ Dennis Apsley, Project Coordinator

Guests

✓ Ryan Curry, Airport Director of Operations	✓ Tina Tucker, Butler, Fairman & Seufert Engineering
✓ Corey Harper, Butler, Fairman & Seufert Engineering	

- I. A Quorum is determined. The meeting convened at 7:30 PM with Charles Carson presiding.
- II. The board welcomed Tina Tucker with BF&S to the meeting.
- III. Corey Harper presented copies of the Quit Claim Deed, Airport property layout and Aircraft Charter and Rental Survey for tax distribution.
- IV. Corey presented a payment invoice for AIP and Lighting Project. Curry signed the invoices for Partial Pay Request #5 – AIP 3-18-0063-07 (ALP Update and Runway 15-33 lighting)
- V. Tina and Corey reviewed details of the 15-33 lighting project. The bids will be advertised in 2 weeks.
- VI. Dennis Apsley motioned to approve the plans for the Runway 15-33 and Taxiway Lighting project contingent on plan completion in order to meet a bid advertisement deadline of May 15. The motion was seconded by Howard Malcomb. Discussion was held and the commission voted to approve the motion 4-0.
- VII. Dennis Apsley motioned to approve the Airport Director, Ryan Curry to sign paperwork relating to the Runway 15-33 and Taxiway Lighting project. The motion was seconded by Howard Malcomb. Discussion was held and the commission voted to approve the motion 4-0.
- VIII. The board signed approval on the plans at 90% completion.
- IX. Corey requested that the commission approve moving forward with the Environmental Study for the Wildlife and Security Fence. The Environmental Study is grant reimbursable. Howard Malcomb motioned to approve the Notice to Proceed on the Environmental Study. The motion was seconded by Dennis Apsley. Discussion was held and the commission voted to approve the motion 4-0.
- X. The board reviewed the Memorandum of Agreement between the North Vernon Redevelopment Commission and the Airport for the Bishop hangar funding.
- XI. The board reviewed the lease agreement between Bishop Aviation and the Airport.
- XII. The board discussed options for property leasing. Curry will contact other airports to get ideas for pricing.
- XIII. The new Bishop hangar is progressing, with completion expected by May 15.

- XIV. The board decided to hold a special meeting on May 22 at 7:30PM to work on the 2008 budget.
- XV. Howard Malcomb presented the idea to look into a project to build a shell of a hangar to use for spare parts for Bishop Aviation business. The building could be converted to a completed hangar in the future with minimal effort if needed.
- XVI. Ryan Curry presented claims for review by the commission:

Payee	Reference	Account	Amount
Rumpke	0585518	324	36.87
Richard Schneider Trucking	192003	210	4319.70
Vance's Concrete		210	900.00
Matlock Plumbing	4955	210	344.50
Redevelopment Commission		210	850.00
Ace Hardware	500697 / 500696	417	152.51
Janice Ponsler		406	120.00
Ryan Curry		344	2508.33
IDoR		Rotary	689.04
King Communications	11175	Rotary	75.28
The Office Center	049249A	417	80.93
Dish Network		417	6.35

- XVII. Howard Malcomb made a motion to pay all claims as presented. The motion was seconded. Discussion was held and the commission voted to approve the motion 4-0.
- XVIII. Howard Malcomb made a motion to adjourn the meeting at 9:00PM. The motion was seconded. Discussion was held and the commission voted to approve the motion 4-0.

Respectfully submitted,

William Black, Secretary

Reviewed and approved: _____ with / _____ without modification:

Date

President

Secretary

CERTIFICATION TO FISCAL OFFICER OF NORTH VERNON, INDIANA

This is to certify that the attached is a true and accurate copy of the minutes of the North Vernon Aviation Commission, as approved on this _____ day of _____ 2007, at North Vernon, Jennings County, Indiana.

William Black, Secretary - North Vernon Aviation Commission