



## Minutes

Terre Haute International Airport Authority  
February 17, 2016 - 5:30 p.m.  
Airport Conference Room

### PRESENT:

Darryl Huyett, President  
Brian Short, Vice President  
Darrel Zeck, Secretary

ABSENT: Rachel Leslie, Treasurer  
Richard Baker

### STAFF PRESENT:

Jeff Hauser, Executive Director  
Kara McIntosh, Director of Operations  
Karen Burger, Office Finance Manager  
Shaun Baker, Operations Manager  
Nick Isenberg, Woolpert  
Scott Craig, Attorney

OTHERS PRESENT: Nick Hendricks, Tribune Star; Susan Zellers, Hanson; Howard Smith, WTHI-TV

Mr. Huyett called the meeting to order at 5:30 p.m.

Upon a motion by Mr. Short, seconded by Mr. Zeck, and passed by unanimous vote, the Minutes of the January 13, 2016 meeting were approved.

Upon a motion by Mr. Zeck, seconded by Mr. Short, and passed by unanimous vote, the Claim Forms dated February 17, 2016 were approved.

### Committee Reports:

1. Personnel & Benefits – No Report
2. Facilities – Mr. Huyett reported there would be a report under 'New Business'
3. Budget & Finance – No Report
4. Marketing – No Report
5. Strategic Planning & Development – No report

Mr. Hauser presented the Executive Directors Report (attached and part of official minutes). He also invited everyone to look at the freshly decorated Terminal and FBO.

Mrs. Burger presented the Financial Report as follows: The 2015 Gateway 100R (Employee Compensation), Gateway Debt Management Report, and the 2015 OSHA Survey for Occupational Injuries and Illness. She also reported 2015 operating expenses were below budget and we finished 2015 with Revenue over Expenses.

The Attorney's Report was presented by Mr. Craig. He reported changes were made and sent to the Armory Board attorney regarding the lease. The Armory Board will meet again in April. Once the lease has been approved by both boards, it will be effective for another 50 years. Mr. Craig also reported the 2016 Budget was approved by the State Board of Accounts. The levy was not approved as we requested, however that was expected since we asked for the maximum amount.

Mr. Isenberg presented the Engineers Report which is attached and part of official minutes.

Upon a motion by Mr. Short, seconded by Mr. Zeck, and passed by unanimous vote, the Rental Storage Agreement for L.E. Myers Contracting was approved.

Mr. Huyett reported Phase II of the Terminal Remodel Project includes construction documents, bidding and negotiation, along with construction administration/observation services. Materials for the project have been chosen, and bids will be solicited for Phase II. Upon a motion by Mr. Short, seconded by Mr. Zeck, and passed by unanimous vote, Phase II of the Terminal Remodel Project with Sanders and Associates was approved.

Mr. Short reported four (4) consulting firms had been interviewed for consideration as Airport consultant. The recommendation of the committee was to enter negotiations with Woolpert. Upon a motion by Mr. Short, seconded by Mr. Zeck, and passed by unanimous vote, Woolpert was approved as Airport Consultant.

Upon a motion by Mr. Short, seconded by Mr. Zeck, and passed by unanimous vote, the meeting was adjourned at 5:42 p.m.

---

Darrel Zeck, Secretary

(All Terre Haute International Airport Authority Board Meetings are recorded and available to the public upon request at the Airport Office.)