



581 South Airport Street • Terre Haute, Indiana 47803  
812-877-2524 Office • 812-877-3853 Fax  
[www.huf.com](http://www.huf.com)

### **Minutes**

Terre Haute Regional Airport Authority  
October 04, 2019 – 8:00 a.m.  
Airport Conference Room

**PRESENT:**

Rachel Leslie, President  
Brian Short, Vice President  
Rick Burger, Secretary  
Dick Baker, Treasurer  
Bernice Helman, Member  
Dan Conley, Member

**ABSENT:**

**STAFF PRESENT:**

Jeff Hauser, Executive Director  
Shaun Baker, Operations Manager

**OTHERS PRESENT:**

Scott Craig, Attorney  
John Baer, Woolpert  
Nick Isenburg, Woolpert  
Monica Newhouse, Newhouse and Associates  
Caleb Plumlee, EnJet  
Roger, Fulkerson  
Howard Greninger, Tribune Star

Mrs. Leslie called the meeting to order at 8:00 a.m.

Upon a motion by Mr. Short, seconded by Mr. Baker, and passed by unanimous vote, minutes from the September 11, 2019 meeting were approved.

Comments from the Board of Directors – None

Comments from the Public - None

Upon a motion by Mr. Baker, seconded by Mr. Burger, and passed by unanimous vote, the Claim Forms dated October 4th, 2019 were approved.

**Committee Reports:**

1. Personnel & Benefits Committee – Kelsey Veatch will reach out to committee members to schedule a meeting to discuss 2020 employee benefit options and employee wages.
2. Facilities Committee – An update on the West Quad project was presented by Dan Conley

3. Budget & Finance Committee – A few lease renewals are coming due. These will be reviewed prior to 2020.
4. Economic Development Committee – No report

Executive Director's Report was presented by Jeff Hauser. The report is attached and part of the official minutes.

Treasurer's Report was presented by Dick Baker. The financials for September 2019 were not available yet due to moving the date of the board meeting up. September 2019 financials will be reviewed at the next board meeting.

Attorney's Report – Scott Craig discussed needing to update our leases to include new language referencing a new law that allows the airport to put a lien on a tenant's items if they do not pay their bills.

Consultant's Report was presented by John Baer. The report is attached and part of the official minutes. In addition to the report John addressed the welding job performed on the new box hangar doors. A certified weld inspector came out and is having CDI redo the welding on the doors. The certified weld inspector will come back out to reinspect and provide the Airport with a full report. At this time CDI has verbally agreed to extend the warranty on the doors. John is working to get a written agreement to extend the warranty from CDI.

#### Consideration and Discussion of New Business –

Approval by a motion by Mr. Short, seconded by Mr. Burger and passed by unanimous vote, the proposal from Sycamore Engineering for HVAC Upgrades (temperature control components) was approved.

#### Consideration and Discussion of Unfinished Business –

Presentation from Monica Newhouse with Newhouse and Associates. Contract will be reviewed and voted on at the next board meeting.

Comments from the Public – None

Board of Director's Comments – None

Upon a motion by Mrs. Leslie, the meeting was adjourned at 9:12 a.m.

---

Rick Burger, Secretary