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Minutes

Terre Haute Regional Airport Authority
December 18, 2019 – 8:00 a.m.
Airport Conference Room

PRESENT:

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

ABSENT:

Dick Baker, Treasurer

STAFF PRESENT:

Jeff Hauser, Executive Director
Kara McIntosh, Director of Operations
Kelsey Veatch, Finance Manager
Shaun Baker, Operations Manager

OTHERS PRESENT:

Scott Craig, Attorney
John Baer, Woolpert
Josh Thompson, Hoosier Aviation
Bruce Payton, Hanson

Mrs. Leslie called the meeting to order at 8:02 a.m.

Upon a motion by Mr. Short, seconded by Mr. Burger, and passed by unanimous vote, minutes from the November 13, 2019 meeting were approved.

Comments from the Board of Directors – None

Comments from the Public - None

Upon a motion by Mr. Short, seconded by Mr. Conley, and passed by unanimous vote, the Claim Forms dated December 18, 2019 were approved.

Committee Reports:

1. Personnel & Benefits Committee – Jeff Hauser presented information about the 2020 airport liability insurance. The board agreed to proceed with the recommendation made by ONI Risk Partners.

2. Facilities Committee – No report
3. Budget & Finance Committee – No report
4. Economic Development Committee – Bernice Helman spoke about the future of the restaurant and any potential tenants for the space. The RFP for the restaurant is currently being worked on.

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 Kelsey Veatch. The financials for November 2019 were reviewed and approved by the board and are attached as part of the official minutes.

Attorney's Report was presented by Scott Craig. The Meijer appeal finally went through resulting in a very large decrease in Meijer's assessed value. Due to the decrease in assessed value TIF funds will need to be reimbursed back to Meijer. The Airport has been notified that we will not receive any TIF funds this Fall and also owe an additional \$296,000. Scott is working to see if they will allow the additional \$296,000 to be paid back in installments. Warranty issue on the box hangar doors has been worked out. The manufacturer will honor the warranty. A legal notice will be in the Terre Haute Tribune Star attempting to reach a delinquent T-Hangar tenant.

Consultant's Report was presented by John Baer. The report is attached and part of the official minutes.

Approval by a motion by Mr. Conley seconded by Mr. Short and passed by unanimous vote, Change Order #1 for As-Built Quantity Adjustments was approved.

Consideration and Discussion of New Business –

Approval by a motion by Mr. Short seconded by Mr. Conley and passed by unanimous vote, the Lease for Box Hangars Units 1-6 was approved.

Consideration and Discussion of Unfinished Business –

Approval by a motion by Mrs. Helman, seconded by Mr. Burger and passed by unanimous vote, the Revised Job Description for Finance Manager was approved.

Comments from the Public – Josh Thompson with Hoosier Aviation expressed his concern with the THRA needing a fire house so that THRA can be considered an alternate.

Board of Director's Comments – None

Upon a motion by Mrs. Leslie, the meeting was adjourned at 8:42 a.m.

Rick Burger, Secretary