



Minutes

Terre Haute Regional Airport Authority
March 25, 2020 – 8:00 a.m.
Airport Conference Room

PRESENT:

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

ABSENT:

STAFF PRESENT:

Jeff Hauser, Executive Director
Kara McIntosh, Director of Operations
Kelsey Veatch, Finance Manager
Matt Anderson, Airfield Foreman

OTHERS PRESENT:

John Baer, Woolpert (called in)
Scott Craig, Attorney (called in)
Josh Thompson, Hoosier Aviation

Mr. Short called the meeting to order at 8:00 a.m.

Upon a motion by Mr. Conley, seconded by Mrs. Helman and passed by unanimous vote, minutes from the February 12, 2020 meeting were approved.

Comments from the Board of Directors – None

Comments from the Public - None

Upon a motion by Mrs. Leslie, seconded by Mr. Burger, and passed by unanimous vote, the Claim Forms dated March 25, 2020 were approved.

Committee Reports:

1. Personnel & Benefits Committee – No report
2. Facilities Committee – No report
3. Budget & Finance Committee – No report
4. Economic Development Committee – Rachel Leslie noted the meeting scheduled with Monica Newhouse and the EDC had been postponed until further notice.

Executive Director's Report was presented by Jeff Hauser. The report is attached and part of the official minutes. Several events on the report have been postponed or cancelled due to the COVID-19 pandemic. The Board discussed and okayed hosting a blood drive in the terminal on April 8, 2020.

Treasurer's Report was presented by Dick Baker. The financials for February 2020 were reviewed and approved by the board and are attached as part of the official minutes.

Attorney's Report was presented by Scott Craig. Scott discussed changing items in relation to COVID-19 pandemic. The State Board of Accounts recently sent out an update allowing claims to be temporarily approved by 1 board member. The airport should expect the fall tax distribution to come later in the year than normal. A new federal paid sick leave addressing COVID-19 is expecting to be made official.

Consultant's Report was presented by John Baer. The report is attached and part of the official minutes. First set of (3) box hangars still has a punch list that is being worked on. Retainage is being held until punch list is completed. Progress on the last set of (3) box hangars was discussed. The steel delivery for the last (3) box hangars is expected to be at the latest May 25, 2020. John is preparing a timeline for the board to review to represent the development of the last (3) box hangars.

Consideration and Discussion of New Business –

Approval by a motion by Mrs. Helman, seconded by Mrs. Leslie and passed by unanimous vote, Second Amendment to Lease Agreement with Indiana University Health Lifeline was approved.

Approval by a motion by Mr. Baker, seconded by Mr. Conley and passed by unanimous vote, Building #17 Lease was approved

Approval by a motion by Mr. Conley, seconded by Mrs. Helman and passed by unanimous vote, the bid for the Indiana State University Roof Project was rejected and will be rebid following updates being made to the bidding documents.

Consideration and Discussion of Unfinished Business –

Approval by a motion by Mrs. Leslie, seconded by Mrs. Helman, and passed by 5-1 vote (Voting Yes: Mrs Leslie, Mr. Short, Mr. Burger, Mr. Conley, Mrs. Helman; Voting No: Mr. Baker) Resolution #2-2020 Authorizing the Transfer of Appropriations Between Major Classifications in the 2019 Budget was approved.

Comments from the Public – None

Board of Director's Comments – None

Upon a motion by Mr. Short, the meeting was adjourned at 8:38 a.m.

Rick Burger, Secretary