



GaryChicago
International Airport

**MINUTES
REGULAR BOARD MEETING
MARCH 9, 2015**

CALL TO ORDER:

Chairman Mays called the Regular Board Meeting to order at 11:35 a.m.

PLEDGE OF ALLEGAANCE:

Chairman Mays led the Pledge of Allegiance.

EXECUTIVE SESSION STATEMENT:

CHAIRMAN MAYS STATED THAT PURSUANT TO I.C.5-14-1.5-6(D) THE BOARD OF DIRECTORS OF GARY/CHICAGO INTERNATIONAL AIRPORT AUTHORITY HEREBY CERTIFIES THAT IT DISCUSSED NO SUBJECT MATTER IN THE EXECUTIVE SESSION OTHER THAN THE SUBJECT MATTER SPECIFIED IN THE PUBLIC NOTICE.

ROLL CALL:

Present: Denise Dillard, James Cooper, Stephen Mays, Shontrai Irving, Alesia Pritchett, David Fagan.
Absent: All present.
Six of the seven member board present, which represented a quorum.

Executive Session Attendance: Denise Dillard, James Cooper, Stephen Mays, Shontrai Irving, Alesia Pritchett, David Fagan.
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ATTENDEES:

Attorney Michael Tolbert

B. R. Lane
Delbert Brown
Hank Mook
Bill Outlar
Dee Scott
John Lukas, AECOM
Ken Ross, NGC
Steve Sandefur, NGC
Steve Forrer, AFCO/AvPORTS
Bo Kemp, City of Gary
Emily Tapia-Lopez, Resolute Consulting
Dan Vicari, Gary Sanitary District

Felicia Wallace, Gary Sanitary District
 Mike Partin, Gary Jet Center
 Mark Jackson, Boeing, Inc.
 Rufus Purnell, Citizen
 Jim Nowacki, Citizen
 Lu Ann Franklin, The Times
 Gregory Tejada, Post-Tribune
 Cpl. Terry Lee, GPD

MINUTES:

IT WAS MOVED AND SECONDED TO APPROVE THE BOARD MEETING MINUTES OF FEBRUARY 17, 2015.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Abstain
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

DIRECTOR’S REPORT:

► **Attorney Update**

Attorney Tolbert presented a Dual Representation of Legal Counsel request for approval. This request came from Allison Bergman to serve as counsel for not only the Authority but also for the acquisition of property. The basis of Ms. Bergman’s request was to keep fees at a minimum. Attorney Tolbert stated that there would not be any type of adverse effect to GYY – this was simply to facilitate the acquisition of property, which would benefit the Authority’s interest. Attorney Tolbert felt it was appropriate and recommended a motion to accept Ms. Bergman’s request for dual representation of legal counsel.

For clarification, B. R. Lane added that this was part of the overall land acquisition transaction with the NS Railroad. She added that it was a way to streamline in order to get this particular piece of land acquisition done quickly. She assured the board that this was not out of the norm – Attorney Lee Lane did the same thing with CSX Railroad. There was no further discussion. Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO AUTHORIZE THE RUNWAY EXPANSION PROJECT ATTORNEY, ALLISON BERGMAN, TO SERVE IN THE DUAL REPRESENTATION ROLE RELATIVE TO NS RAILROAD IN CONNECTION WITH THE ACQUISITION OF PROPERTY NEEDED FOR NS/GARY BRANCH IMPROVEMENTS AND FULFILLMENT OF GCIA'S LEGAL OBLIGATION TO THE FMOU.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

Attorney Tolbert presented a request to ratify the First Amendment to Easement and Assignment Agreement between GCIAA and Cell Tower Lease Acquisition (CTLA), LLC. He refreshed the board's memory of this issue, which was a requirement for the CN cutover that was needed to accommodate the runway project. When the Authority was unable to get an easement amendment, Attorney Lee Lane tendered notices of condemnation to CTLA. Allison Bergman took over those negotiations with CTLA and a settlement was reached. Since the matter has been resolved it did not seem to be a problem and this was just a matter of CTLA closing out their file and needed proof that the action had been taken. He mentioned the November 24, 2014 board meeting minutes in which a grant of an easement was approved and the payment of \$30,000 in settlement of claims but the minutes were not clear on the Easement Amendment. For clarification, Attorney Tolbert recommended the board ratify the First Amendment to Easement and Assignment Agreement between GCIAA and Cell Tower Lease Acquisition, LLC.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO RATIFY THE FIRST AMENDMENT TO EASEMENT AND ASSIGNMENT AGREEMENT BETWEEN GCIAA AND CELL TOWER LEASE ACQUISITION, LLC.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

Relative to the Minimum Standards, it was requested to extend the deadline. It was noted that the deadline to adopt the new Minimum Standards was April 6, 2015, but the next board meeting was scheduled for April 13, 2014 – therefore the deadline was requested so that a Special Meeting would not have to be held. Also signatures of all parties was needed, which included former board members plus both Gary Jet Center and B. Coleman Aviation would have to be in agreement. This extension would ensure that all the above issues would be met.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT TO EXTEND DEADLINE TO ADOPT NEW MINIMUM STANDARDS FROM APRIL 6, 2015 TO APRIL 13, 2015.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

Attorney Tolbert stated that contractors were out doing enhancement work relative to the Clark & Pine parcels. And in order for the contractor to do the work needed – they would need access to the parcel, which was controlled by the Indiana Dept. of Natural Resources (IDNR). Attorney Tolbert had been in contact with IDNR in order to facilitate a temporary construction agreement that would allow the contractor access to the property. He added that there were still changes that would probably be made to the agreement, which he should have within the next two weeks from IDNR. He recommended giving the Board Chairman authority to execute the Temporary Construction Easement Agreement – after review by himself and the Chairman.

Chairman entertained a motion.

IT WAS MOVED AND SECONDED TO ALLOW THE BOARD CHAIRMAN TO EXECUTE A TEMPORARY CONSTRUCTION EASEMENT AGREEMENT WITH THE INDIANA DEPT. OF NATURAL RESOURCES AFTER REVIEW AND ACCEPTANCE BY BOARD COUNSEL.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.**► Operations Update**

B. R. Lane introduced Steve Forrer, Vice President of AFCO AvPORTS. Mr. Forrer presented *A New Vision for the Gary/Chicago International Airport*. He noted that the process leading up to this document entailed a thorough audit and evaluation of outcomes in collaboration with groups who have conducted previous work at the airport and sharpened recommendations based on current market realities. The AFCO AvPORTS team worked to engage these important stakeholders and, in partnership with government officials, have outlined this comprehensive vision for the Airport and surrounding areas. [A copy of this new vision document entitled "CONNECT" is on file at the airport administrative office].

Delbert Brown highlighted the February 2015 B.O.B. Dashboard. The following areas were highlighted:

- ✈ Budget – Revenues up, costs down. Overall operations increased 25% over February of last year. Total growth for 2015 is 49%.
- ✈ Compliance – The daily inspection program is yielding results. The work order completion rate is 93% for the month of February. April will be the month for the first internal audit. This process will entail review of recordkeeping and inspections with the same depth as an annual inspection conducted by the FAA.
- ✈ Staff Development – Eighty-two hours of training was logged on subjects such as OSHA, FAA Part 139, Equipment Operation, Snow/Ice Control, preventive maintenance and teambuilding.
- ✈ 2015 Business Plan – The 2015 Business Plan was included in the packet and approval would be requested.
- ✈ Minimum Standards – The Standards were submitted for review and approval would be requested at the April 13th meeting.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO ACCEPT THE 2015 BUSINESS PLAN PRESENTED BY AFCO AVPORTS.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye

Ms. Pritchett Aye
Mr. Fagan Aye

MOTION CARRIED.

Mr. Brown requested approval of the contract with American Environmental Aviation in the amount of \$321,823.00 for the procurement of two 20,000 gallon above ground fuel tanks and miscellaneous components for the expansion of the GYY fuel farm. He explained that this was part of the settlement with B. Coleman Aviation, Gary Jet Center and GYY to expand the airports fuel farm to allow B. Coleman to adequately service their customers. He asked Ken Ross to highlight the content of the bids.

Ken Ross spoke to the fact that this bid was broken down into two components: Division A (tanks and equipment) and Division B (site work). He highlighted the two bids, (which were received from **American Environmental Aviation** and **Seneca**), the engineers estimate, the lowest bid and the additional safety features. Even with the additional features the total award was lower than the #2 bidder – so it was recommended to award the tank procurement project Division “A” to American Environmental Aviation in the amount of \$321,823.00.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO AWARD THE DIVISION “A” BULK-LOADING FUEL TANKS PROCUREMENT PROJECT TO AMERICAN ENVIRONMENTAL AVIATION IN THE AMOUNT OF \$321,823.00.

ROLL CALL

Ms. Dillard Aye
Mr. Cooper Aye
Mr. Mays Aye
Mr. Irving Aye
Ms. Pritchett Aye
Mr. Fagan (Exited meeting at this point)

MOTION CARRIED.

FINANCIAL REPORT:

Bill Outlar presented and requested approval of the Purchase Order Approval Lists and Register of Claims for all funds dated March 9, 2015.

IT WAS MOVED AND SECONDED TO APPROVE THE PURCHASE ORDER APPROVAL LISTS AND REGISTER OF CLAIMS FOR ALL FUNDS DATED MARCH 9, 2015.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

Bill Outlar requested approval of Construction Draw Request No. 6 in the amount of \$1,482,627.39.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO APPROVE CONSTRUCTION ACCOUNT DRAW REQUEST NO. 6 IN THE AMOUNT OF \$1,482,627.39 AND TO AUTHORIZE GCIAA TO EXECUTE THE PAYMENT REQUISITION FORM DIRECTING THE TRUSTEE TO PAY THE TRANSACTION COSTS.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

Bill Outlar recommended approval of the 2014 Audit Engagement with Whittaker & Company in an amount not to exceed \$60,000.00 to perform an annual audit per Indiana State Statute.

James Cooper clarified that the audit needed to be completed and reported by April 30, 2015.

IT WAS MOVED AND SECONDED TO ENGAGE THE SERVICES OF WHITTAKER & COMPANY AT A COST NOT TO EXCEED \$60,000.00 TP PERFORM AN ANNUAL AUDIT PER INDIANA STATE STATUTE.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

► Runway Expansion Project Update

Dan Vicari presented and summarized Proposed Contract Modification (PCM) #3 for approval. This PCM referenced Contract REP-022 for Brandenburg Industrial Services. Brandenburg will remobilize to the construction site to continue the work designated under this proposed contract modification for the removal of impacted soil in the Runway Expansion area. It will increase the contract value by \$415,000.00.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO APPROVE THE ENVIRONMENTAL ESCAVATION DISPOSAL PROJECT FOR BRANDENBURG INDUSTRIAL SERVICES IN AN ESTIMATED INCREASE OF THE CONTRAST VALUE BY \$415,000.00.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

Dan Vicari presented and summarized Proposed Contract Modification (PCM) #4 for approval. This PCM referenced REP-022 for Brandenburg Industrial Services.

Brandenburg will complete the excavation, loading and transportation of impacted soil from stockpiled materials and in-place material located at the former Conservation Chemical Company. This PCM will increase the contract value by \$418,525.00.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO APPROVE THE ENVIRONMENTAL EXCAVATION DISPOSAL PROJECT PCM #4, WHICH INCREASES THE CONTRACT AMOUNT BY \$418,525.00.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

Dan Vicari presented and summarized the FAA Reimbursement Agreement Modification. The FAA will provide all labor and contract labor services to complete the on-site inspection, oversight, documentation, and preparation of projected related environmental reports and analysis, forms and agreements to complete the extension of Runway 12/30. Recommendation of this draft "Modification to Non-Federal Reimbursement Agreement" will increase the Agreement value by \$483,450.00.

Chairman Mays entertained a motion.

IT WAS MOVED AND SECONDED TO ACCEPT THE DRAFT MODIFICATION TO THE NON-FEDERAL REIMBURSEMENT AGREEMENT BETWEEN DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION AND GCIAA AND APPROVE PAYMENT TO THE INCREASE COST IN THE AMOUNT OF \$483,450.00.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

Ms. Pritchett commented that the relationship that GYY built with the EPA and IDEM was a key factor in dealing with this portion of the project and the increases were not good news but things that needed to be dealt with.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC INPUT:

Jim Nowacki of the 2nd District commented on planning of the new Gary Air Show, which will be held this year. He also expressed his feeling on two other topics the direct/indirect subsidizing of Boeing, Inc. and findings as outlined by the 2015 Business Plan presented by AvPORTS.

Rufus Purnell spoke about the material handling trade show held at McCormick Place. He felt that this was a great marketing opportunity featuring surrounding airports. The focus of this trade show was freight operations. He also mentioned the conference held in Orlando, Florida, which focused on FBO's in this area. Basically, Mr. Purnell felt that the airport should do a better job of marketing.

ADJOURNMENT:

IT WAS MOVED AND SECONDED TO ADJOURN THE MEETING AT 12:35 P.M.

ROLL CALL

Ms. Dillard	Aye
Mr. Cooper	Aye
Mr. Mays	Aye
Mr. Irving	Aye
Ms. Pritchett	Aye

MOTION CARRIED.

MINUTES TRANSCRIBED BY D. SCOTT

Attachments:

1. Purchase Order Approval Lists/Register of Claims dated March 9, 2015

**MINUTES APPROVED BY
GARY/CHICAGO INTERNATIONAL AIRPORT AUTHORITY**



Stephen Mays, Chairman

ABSENT

Alesia Pritchett, Secretary