

**CITY OF GREENSBURG**  
**Board of Aviation Commissioners**  
**Thursday, December 1, 2022**  
**6:00 p.m. – City Hall**  
**314 W. Washington Street**

**Call to Order** – President Bill Ernstes called the meeting to order at 6:00 pm.

**Roll Call** - Board members present were: Bill Ernstes, Deborah Potter, Gary Bailey, Jon Dooley, and Kevin Whipple. Don Tribbett of Tribbett Law, Paul Shaffer of BF&S and City Clerk/Treasurer Amy Borns were also present. Airport Manager Jerry Scheidler was absent. Judy Curd performed the duties of recording secretary.

**Agenda Approval** – President Bill Ernstes presented the December 1, 2022 agenda for approval. He noted that the original agenda has been revised. Clerk Treasurer, Amy Borns has been added to the agenda after Don Tribbett. Deborah Potter made a motion and Kevin Whipple seconded the motion to approve the agenda as amended. The motion passed unanimously by voice vote 5-0.

**Minutes** – The minutes of the November 3, 2022 regular board meeting were presented. Gary Bailey made a motion and Deborah Potter seconded the motion to approve the minutes as written. The motion passed unanimously by voice vote 5-0.

**Financial Report** – Jon Dooley read the Financial Report.

**OLD BUSINESS**

**Paul Shaffer – BF&S Construction Report**

**Runway 1-19 Grade and Drain** – The HIS grade and drain phase is now complete. The final walk-through was conducted yesterday. It was very wet so the group was not able to walk the whole site. HIS has completed all of the deficiencies in the runway safety area. There are a few differences in swale area, but we have concluded that they will work. The numbers are not quite ready for final close out. The preliminary numbers have been presented to HIS for review and BF&S expects some push-back on some of those numbers. They had 114 rain days granted. However, they are still 78 days past contract time. We expect the draft documents for close out in January.

**Runway 1-19 Paving and Lighting** –The trees have been staked but due to the wet soil conditions, tree trimming will occur at a later date with the remainder of the work to start April 1, 2023.

## NEW BUSINESS

**Paul Shaffer of BF&S presented the following action item for approval:**

**Motion to approve AIP 20 Partial Pay Request #7** – A motion was made by Jon Dooley and seconded by Kevin Whipple to approve AIP-20 Partial Pay Request #7 in the amount of \$6,992.50 which is 100% federally funded. The motion passed unanimously by voice vote 5-0.

**Don Tribbett, Tribbett Law – Update on Land Acquisition**

**Charles and Diane Beggs** - We closed on the Beggs property today.

**The Robbins Trust Property** – Since the appraisals conducted by the appraisers retained by the Robbins Trust are higher than our appraisals, Mr. Tribbett would like to hire an appraiser, Lowell Griffin, to conduct a review appraisal of the Hopkins appraisal. Mr. Tribbett presented the Griffin review appraisal contract, the same contract used to do the Misner appraisal, and asked for the board's permission for Bill Ernstes to sign the review appraisal contract to hire Lowell Griffin to conduct a review appraisal of the Hopkins appraisal for \$1,500.00.

Jon Dooley made a motion and Kevin Whipple seconded the motion to authorize President Bill Ernstes to sign the contract to hire Lowell Griffin to conduct the review appraisal of the Hopkins appraisal of the Robbins Family Trust property for \$1,500.00. The motion passed unanimously by voice vote 5-0.

Also, Mr. Tribbett noted that since he had received responses to discovery that came in right before discovery cutoff, he has asked for a new trial date. A new trial date has been set for the Robbins Family Trust for Monday, March 13, 2023. The discovery cutoff date is January 11, 2023. Mr. Tribbett noted that since there is a statutory requirement that we make an offer of settlement no less than 45 days before the trial date, he may request authority to make an offer.

**Steve Lowe Property** - With regard to the Steve Lowe avigation easement, we have the fully executed easement document including a consent from the bank, and it has been filed in the Recorder's Office at the Court House. Also, he has filed a motion to dismiss the Steve Lowe litigation but he has not received an order. Before the order was entered, we received an order to pay an appraiser and appraiser fee. There is a bill on for Rick Borges' appraisal for \$1,137.00. There is also another bill for William Smith for \$150.00 which is not on tonight's docket. As soon as these bills are satisfied, he will ask for an order to dismiss the Lowe case.



**Haston Property** - As far as the Haston case, Mr. Tribbett reported that everything has been signed and recorded. We are finished with the Haston case.

#### **Clerk Treasurer's Office Report – Amy Borns**

**Year-End Audits - Amy Borns** reported that audits of the general ledger accounts are beginning. There are some categorizing errors with regard to the three airport funds. Next month Amy will return to the board with updates on her findings and a new report with the corrected categories. There was a reorganization of clerical duties following Betsy Wiley's resignation effective October 31, 2022. Her job duties were reassigned to office staff. All bills have been paid and Amy is in the process of correcting the individual account balances.

**ACH payments with Jackson County Bank** – Amy suggested that the board consider changing to ACH debit payments instead of sending checks in the mail to Jackson County Bank. There may be an added \$20 per month fee attached. Amy will check further with First Financial on the process. She will draft a resolution if needed.

**Motion to pay William Smith** - Amy suggested that the board go ahead and make a motion to pay William Smith \$150.00 for his appraisal fee. Jon Dooley made a motion and Kevin Whipple seconded the motion to pay William Smith \$150.00 for his appraisal fee. The motion passed unanimously by voice vote 5-0.

**Hangar Rental Contracts** - With the increase in hangar rents, Amy suggested that updated contracts be sent to all hangar renters to sign and return in a self-addressed stamped envelope.

#### **Airport Manager's Report – Jerry Scheidler**

Bill Ernstes gave the Airport Manager's Report in Jerry Scheidler's absence. Bill also reported that Jerry had to remove the mud that had been tracked on the runway during the inspection with a hand shovel.

#### **Approval of Bills – Jon Dooley**

Jon Dooley presented the December 1, 2022 docket for a total of \$262,647.00 for review and made a motion to approve the December 1, 2022 bills as presented. Kevin Whipple seconded the motion to approve the payment of the December 1, 2022 docket for a total of \$262,647.00. The motion passed unanimously by voice vote 5-0.

**Comments from the Board and/or Public – None**

**Meeting Adjournment & Next Meeting Date** - There being no further business before the board, Kevin Whipple made a motion and Jon Dooley seconded the motion to adjourn the meeting. The motion passed unanimously by voice vote 5-0. Bill Ernstes adjourned the meeting at 6:31 p.m. The next meeting will be held on Thursday, January 5, 2023 at 6:00 p.m. in the Council Chambers at the City Hall located at 314 W. Washington Street.  
Respectfully submitted,

Judy Curd

Recording Secretary

  
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Bill Ernstes – President

1-5-2023  
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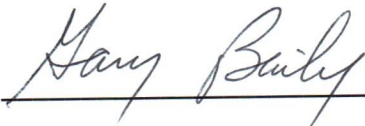
Date

  
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Jon Dooley – Vice President

Jan 5, 2023  
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Date

  
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Gary Bailey – Board Member

1/5/23  
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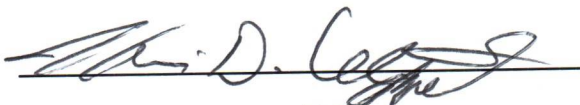
Date

  
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Deborah Potter – Board Member

1/5/2023  
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Date

  
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Kevin Whipple - Board Member

1/5/23  
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Date