

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

November 13, 2017

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held in the Airport Authority Conference Room, on November 13, 2017 at Fort Wayne International Airport, 3801 W. Ferguson Rd., Fort Wayne, Indiana 46809, pursuant to proper legal notice. A quorum being present, Mr. Michael Gouloff, President, called the meeting to order at 3:05 p.m.

ATTENDANCE:

**AIRPORT AUTHORITY
BOARD MEMBERS:**

Michael S. Gouloff, President, present
Richard B. (Barry) Sturges, Jr., VP, present
Timothy J. Haffner, Secretary, present
Benjamin (Ben) T. Johnston, present
Jerome F. (Jerry) Henry, Jr., absent
Cornelius B. (Neil) Hayes, absent

**AIRPORT AUTHORITY STAFF
& LEGAL COUNSEL PRESENT:**

Scott Hinderman, Executive Director
Robin Strasser, Dir. Admin. & Finance
Joe Marana, Dir of Facilities and Operations
Mike Deam, Airport Authority Attorney
Ron Portis , Controller
Patrick Dooley, Airport Development Director
Laura Hakes, Purchasing Manager
Rebecca Neild, Air Service and Marketing Manager
Joe Behling, FBO General Manager
Mary Easterday, Administrative Asst.

CALL TO ORDER:

A quorum being present, Mr. Gouloff called the meeting to order at 3:05 p.m.

1. CONSIDERATION AND APPROVAL OF TODAY'S AGENDA:

Mr. Scott Hinderman indicated that staff had no additions or changes to the posted agenda. Mr. Tim Haffner made a motion to approve the November 13, 2017 Board Agenda as posted. Mr. Barry Sturges seconded the motion; motion unanimously carried.

**2. CONSIDERATION AND APPROVAL OF ADMINISTRATIVE CONSENT
AGENDA:**

Mr. Tim Haffner made a motion to approve the Administrative Consent Agenda as follows:

- Approval of Board Minutes (Regular Session Only) – 10.16.17
- Review & Approval of Claims #17-11
- Accounts Receivable Report

Mr. Ben Johnston seconded the motion; motion unanimously carried.

BOARD MEETING MINUTES

November 13, 2017

Page 2 of 5

3. CONSIDERATION AND APPROVAL OF CONTRACT CONSENT AGENDA:

Mr. Tim Haffner made a motion to approve the Contract Consent Agenda as follows:

- a. *Change Order Number 1 for the Contract with Fort Wayne Roofing, Terminal Roof Replacement Phase VI, TB17-A*

This change order is a project increase in the amount of \$935.00 and covers costs to replace all overflow roof drain clamping rings with new normal size roof drain clamping rings.

Staff recommended approval of this change order with signature authorization for the Executive Director of Airports.

Mr. Barry Sturges seconded the motion made by Mr. Tim Haffner to approval the Contract Consent Agenda with signature authorization for the Executive Director; motion unanimously carried.

4. ACTIVITY REPORT – OCTOBER 2017

Ms. Rebecca Neild reported to the board that use of FWA remains relatively flat with year-to-date enplanements up 0.34% with October 2017 enplanements up 8.57% compared to October 2016. Ms. Neild further explained to the board that increases in October 2017 enplanements compared to October 2016 enplanements were a result of up gauged aircraft on American and also on the Allegiant Punta Gorda flights. Allegiant Airlines also increased their total flights in October 2017 from 38 in October 2016 to 48 in October 2017.

Ms. Neild also reported that a “Thank You” event is being planned for January 4, 2018 and FWA is promoting the “Real ID” which becomes effective October 1, 2020.

Board members inquired about the status of United’s Newark flight and had noticed increased marketing efforts and wondered if this flight was in jeopardy. Ms. Neild responded that the FWA Newark flight is currently not in jeopardy, however United wants to see better performance from this flight. The load factor is in the high 50s but United would like to see a load factor in the 60 – 70 range. Increased marketing efforts are underway in hopes of making a push to see better community support of this specific flight.

5. COMMITTEE REPORTS

Mr. Hinderman informed the board that the Real Estate and Development Committee met in Executive and Regular sessions on November 7, 2017. During the regular session, three different ordinances were presented for review, approval and received recommendations for approval by the full board when these three ordinances are presented during public hearings at the December 11, 2017 board meeting. Mr. Hinderman also informed the board that all three ordinances would be introduced during today’s board meeting.

BOARD MEETING MINUTES

November 13, 2017

Page 3 of 5

6. INTRODUCTION OF ORDINANCE NO. 17-02: 2018 RATES AND CHARGES ORDINANCE

Mr. Haffner introduced Ordinance No. 17-02: 2018 Rates and Charges Ordinance. A public hearing on Ordinance No. 17-02 will be held at the December 11, 2017 board meeting.

7. INTRODUCTION OF ORDINANCE NO. 17-03: GROUND TRANSPORTATION ORDINANCE

Mr. Haffner introduced Ordinance No. 17-03: Ground Transportation Ordinance. A public hearing on Ordinance No. 17-03 will be held at the December 11, 2017 board meeting.

8. INTRODUCTION OF ORDINANCE NO. 17-04: AIRPORT RULES AND REGULATIONS ORDINANCE FOR FORT WAYNE INTERNATIONAL AIRPORT

Mr. Haffner introduced Ordinance No. 17-04: Airport Rules and Regulations Ordinance for Fort Wayne International Airport. A public hearing on Ordinance No. 17-04 will be held at the December 11, 2017 board meeting.

9. CONSIDERATION AND APPROVAL OF RESOLUTION 17-04: 2018 SALARY RESOLUTION

Mr. Scott Hinderman informed the board that the salary resolution is presented every November for board consideration and approval and again this year, staff is presenting Resolution 17-04: 2018 Salary Resolution for consideration and approval. Mr. Scott Hinderman informed the board that the 2018 Salary Resolution is consistent with those from prior years with no significant adjustments – all pay grades are remaining the same with only minor changes to a few specific job titles. Mr. Hinderman also informed board members that a Wage and Compensation review would take place in 2018 with anticipated completion by June of 2018 so that results of the study could be taken into consideration when presenting the 2019 Salary Resolution next year.

Mr. Hinderman requested that the board approve the Resolution No. 17-04: 2018 Salary Resolution.

Mr. Tim Haffner made a motion to approve Resolution No. 17-04: 2018 Salary Resolution. Mr. Barry Sturges seconded the motion; motion unanimously carried.

BOARD MEETING MINUTES

November 13, 2017

Page 4 of 5

10. CONSIDERATION AND APPROVAL OF 2018 HEALTH INSURANCE RENEWAL

Ms. Robin Strasser explained to the board that each year during the November Board meeting, the Authority presents to the Board its recommendation for medical insurance renewal for full time airport authority employees. Ms. Robin Strasser reviewed the Authority's 2018 medical insurance renewal. She stated that several meetings were held throughout the year with insurance broker, Leigh Smith of the Hylant Group, to discuss the healthcare reform under the Affordable Care Act and its effect on the Authority's medical insurance plans, including pricing, transitional relief, Cadillac tax, and new reporting requirements. With very good claim experience over the past year, Mr. Smith had indicated that the Authority should expect a competitive rate for 2018 with a 2% increase anticipated. Authority staff was pleased to report that our current medical insurance provider, Physicians Health Plan (PHP), has offered a premium increase of zero percent (0%) for 2018 with no adjustments to plan designs.

Ms. Strasser further explained that after discussion with our broker, Leigh Smith, staff believes that PHP is providing a fair competitive rate. Ms. Strasser requested a motion from the Board to approve a contract for 2018 medical insurance with a zero percent (0%) increase in premiums and to provide approval for the Executive Director to sign the contract.

Board members were pleased to be presented with a contract representing a 0% increase in premiums. Mr. Tim Haffner made a motion to approval a contract for 2018 medical insurance coverage for FWACAA staff with PHP, with approval for the Executive Director to sign the contract. Mr. Ben Johnston seconded the motion; motion unanimously carried.

11. OTHER BUSINESS

Mr. Hinderman indicated staff had no other business to bring before the board at this time.

12. ADJOURNMENT

Mr. Haffner moved to adjourn the November, 2017 Regular Session Board Meeting at 3:14 p.m. Mr. Barry Sturges seconded the motion; the meeting was adjourned.

EXECUTIVE SESSION:

An Executive Session was not held immediately following the regular session board meeting.

BOARD MEETING MINUTES
November 13, 2017
Page 5 of 5

Signatures on File

Mr. Michael Gouloff
Board President

Mr. Timothy Haffner
Board Secretary