

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

November 15, 2021

3:00pm

A meeting of the Fort Wayne-Allen County Airport Authority Board was held on November 15, 2021, at the Fort Wayne Aero Center, 4401 Altitude Drive, Fort Wayne, Indiana, 46809, Conference Room, F203, pursuant to proper legal notice. A quorum being present, Mr. Barry Sturges, President, called the meeting to order at 3:03 p.m.

ATTENDANCE:

AIRPORT AUTHORITY BOARD MEMBERS:

Richard B. (Barry) Sturges, Jr., President, present
Gregg C. Sengstack, Vice President, present
Timothy J. Haffner, Secretary, present*
Jerome F. (Jerry) Henry, Jr., present
Kimberly M. Wagner, absent
Réna Bradley, present
**electronic meeting participation*

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
Tom Trent, Airport Authority Attorney
Patrick Dooley, Airport Development Director
Stephanie Veit, Airport Development Director
Justin Treft, FBO Manager
Mary Easterday, Administrative Asst.

CALL TO ORDER:

A quorum being present, Mr. Sturges called the meeting to order at 3:03 p.m. Mr. Sturges noted that board member Mr. Timothy Haffner would be attending the meeting electronically and so all votes taken would be by roll call.

1. CONSIDERATION AND APPROVAL OF TODAY'S AGENDA & CONSENT AGENDA

Mr. Scott Hinderman indicated staff had no changes to the posted agenda. Mr. Timothy Haffner made a motion to approve the November 15, 2021 Board Agenda as posted and the Consent Agendas as presented below. Mr. Jerry Henry seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Jerry Henry – Aye
Ms. Kimberly Wagner – Absent
Mr. Barry Sturges – Aye
Mr. Tim Haffner – Aye
Ms. Réna Bradley – Aye
Mr. Gregg Sengstack - Aye
The motion carried.

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ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 10.18.2021
- Review & Approval of Claims #21-11
- Accounts Receivable Report

BID CONSENT AGENDA:

1. Quotation Results: TB21-C, ATC Building 2062 Bathroom Addition

Airport Staff solicited quotations to add two bathrooms for tenant use at the Air Trade Center, 12602 Global Drive, Fort Wayne International Airport. The work also includes developing drawings to submit for State & local review and approvals.

In response to the request for quotations, staff received two quotes as follows:

Michael Kinder & Sons	\$ 80,967.00
Schenkel Construction	\$150,876.00

Airport staff reviewed the quotes and recommended that the Board make an award to Michael Kinder & Sons as the lowest responsive and responsible quote in the amount of \$ 80,967.00. Staff also requested approval for the Executive Director of Airports to sign the quotation documents.

CONTRACT CONSENT AGENDA:

1. Contingency Change Order Authorization Number 1 (Revised)-Fort Wayne International Airport West Terminal Expansion with Michael Kinder & Sons-AIP

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This contingency change authorization includes the items below and will leave a remaining contingency balance of \$2,890,995.80.

No.	Description	Amount
RFCO-1	CREDIT – Duplicate Bonding	\$ (10,195.02)
RFCO-3	Temp Roofing Material	\$ 44,516.64
RFCO-4	Additional Hardware/Access Control	\$ 3,783.07
RFCO-9	Paralleling Gear Sizing	\$ 64,712.24
RFCP-1	CREDIT – Joint/Sealant at Central Plant	\$ (13,551.08)
RFCO-3	Additional Steel at Shelter	\$ 6,231.01
RFCO-7	EWB Mixing Valve Sizing	\$ 1,952.30
RFCP-2	Bathroom Cove Light	\$ 10,244.42

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RFCP-3	Sound Attenuator Configuration	\$ 1,373.23
SID-4	Detail Clarification at Doors 150A and 150B	\$ 914.42
SID-5	CREDIT – Gate 6 Bulkhead Modifications	\$ (977.03)
TOTAL		\$ 109,004.20

Staff recommended board ratification of this contingency change authorization with signature authorization for the Executive Director of Airports.

2. ACTIVITY REPORT – OCTOBER 2021

Mr. Scott Hinderman reported to board members on recent Airport Authority air service and marketing activities. His report to the board included the following:

- Mr. Hinderman reported that FWA's pandemic recovery continues to go well
- Year to date, 2021 numbers are only down 13.88% compared to 2019 YTD numbers
- We are currently beating 2017 and 2018 enplanement numbers
- Enplanements in October 2021 were reported at 34,803 up 6,822 compared to September 2021 (24%); up 52.80% compared to October 2020
- We anticipate 320,000 enplanements by the end of 2021
- American flight to Philadelphia is in the system and scheduled to resume starting November 18, 2021 – as of November 18, 2021, all routes at FWA are back
- Airlines continue to have flight crew challenges and we may see the Philadelphia flight suspended for a while
- Board members inquired if staff anticipates any other changes in flights or routes at FWA and Mr. Hinderman explained that occasionally the specific aircraft assigned to routes out of FWA have been changed

3. CONSIDERATION AND APPROVAL OF 2022 HEALTH INSURANCE RENEWAL

Ms. Robin Strasser reported to board members that each year during the November Board meeting, the Authority presents to the Board its recommendation for medical insurance renewal for Airport Authority full time employees. Ms. Robin Strasser has reviewed the Authority's 2022 medical insurance renewal and also participated in several meetings throughout the year with our insurance broker, Mike Ripley of the Hylant Group, to discuss the Authority's claims, industry trends, and the medical insurance marketplace. The Airport Authority's claims experience has been reasonable over the past year. While many carriers have assessed premium increases in the 20-30% range, our current insurance provider, Physicians Health Plan of Northern Indiana (PHP), provided an initial rate adjustment of 8%. Ms. Strasser explained that while initially PHP came in with a rate increase of 8%, Hylant (Mike Ripley) working on our behalf was able to lower the rate increase to 5%.

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After discussion with Mike Ripley, staff believes that PHP is providing the most competitive medical insurance package for Authority employees for 2022. Ms. Strasser requested a motion from the Board to approve a contract with PHP for 2022 medical insurance with a five percent (5%) increase in premiums and to provide approval for the Executive Director to sign the contract.

Mr. Timothy Haffner made a motion to approval the contract for 2022 medical insurance coverage for FWACAA staff with Physicians Health Plan of Northern Indiana, with approval for the Executive Director to sign the contract document. Ms. Réna Bradley seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Jerry Henry – Aye
Ms. Kimberly Wagner – Absent
Mr. Barry Sturges – Aye
Mr. Tim Haffner – Aye
Ms. Réna Bradley – Aye
Mr. Gregg Sengstack - Aye
The motion carried.

4. CONSIDERATION AND APPROVAL OF 2022 CONTRACT BETWEEN FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY AND GREATER FORT WAYNE, INC.

Mr. Hinderman informed board member that the Airport Authority annually renews its professional services agreement with Greater Fort Wayne Inc. Mr. Hinderman indicated that this year's contract is a little different then previous contracts because the position of Airport Development Director has been brought in-house and is now an employee of the Airport Authority as opposed to an employee of Greater Fort Wayne Inc.

The PSA provides for a range of services to include; marketing, air service development, and economic development, as defined in the PSA 2022 Work Plan and may be modified as needed during the year by the Executive Director. Mr. Hinderman also noted that since the position of Airport Development Director has now been brought in-house, the PSA for 2022 is significantly reduced from prior years. The budget for 2022 includes \$100,000 for air service development in 2022. \$25,000 of the budgeted PSA goes directly to GFW for contract administration and all other funds remain with the authority until they are spent. It was noted funds are reserved in the FWACAA Budget but not expended until GFW invoices for actual services provided. Mr. Hinderman also indicated that Greater Fort Wayne, Inc. has signed the 2022 Professional Services Agreement.

Mr. Timothy Haffner made a motion to approval the 2022 Professional Services Agreement by and between the Fort Wayne – Allen County Airport Authority and Greater Fort Wayne Inc. to provide a range of services to include; marketing, air service development, economic development, real estate and property management services as defined in the PSA 2022 Work Plan and modified as needed during the year by the Executive Director. Mr. Jerry Henry seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

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Mr. Jerry Henry – Aye
Ms. Kimberly Wagner – Absent
Mr. Barry Sturges – Aye
Mr. Tim Haffner – Aye
Ms. Réna Bradley – Aye
Mr. Gregg Sengstack - Aye
The motion carried.

5. CONSIDERATION AND APPROVAL OF SALARY RESOLUTION

Mr. Scott Hinderman reported to the board that staff is recommending the Consideration and Approval of two separate Salary Resolutions. Resolution 21-03 was presented as an amended 2021 Salary Resolution which would provide for a 3% COLA increase effective November 21, 2021.

Mr. Hinderman then presented Resolution 21-04 the 2022 Salary Resolution, for consideration and approval. Mr. Hinderman explained that no changes are proposed in the Salary Resolution for 2022 and the 2022 Salary Resolution mirrors the Amended 2021 Salary Resolution before the board for consideration and approval. Mr. Hinderman also noted that staff have begun a compensation study project and should be completed in early Q2 2022. Based on the outcome of the salary survey, an amended salary resolution for 2022 may be presented to the board at a later time in 2022.

Mr. Timothy Haffner made a motion to approve Resolution 21-03 Amended 2021 Salary Resolution effective November 21, 2021 and Resolution 21-04 2022 Salary Resolution. Mr. Gregg Sengstack seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Jerry Henry – Aye
Ms. Kimberly Wagner – Absent
Mr. Barry Sturges – Aye
Mr. Tim Haffner – Aye
Ms. Réna Bradley – Aye
Mr. Gregg Sengstack - Aye
The motion carried.

6. PUBLIC HEARING AND ADOPTION OF ORDINANCE 21-04: 2022 RATES AND CHARGES ORDINANCE

Mr. Hinderman informed the board that Ordinance No. 21-04 had been introduced at the October 18, 2021 board meeting and that a public hearing would be held on this particular ordinance.

Public Hearing – Mr. Deam opened the Public Hearing for Ordinance No. 21-04: 2022 Rates and Charges Ordinance. Mr. Deam indicated that staff would make introductory comments. The

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board and staff would have time for comments and questions and then the public would have the opportunity to come to the podium and speak to the matter.

Staff Comments – Ms. Robin Strasser informed the board that prior to the beginning of each new year, airport authority staff presents the Rates and Charges Ordinance for board approval. Ms. Strasser explained that fees are established in this ordinance so that the Authority is able to acquire revenue to support its expenditures as required by the FAA.

Ms. Strasser reported there were no significant changes in the 2022 Rates and Charges Ordinance compared to the 2021 Ordinance. Ms. Strasser highlighted the following changes that were included in the 2022 Rates and Charges Ordinance: The proposed Rates & Charges for 2022 include the budgeted rates for airline landing fees (\$2.63), apron fees (\$0.24), and terminal space rental (\$33.08). The Boarding Security Fee increased from \$29.33 to \$31.41 per hour. All other fees remained the same.

Board Comments – Board members had no questions or comments regarding the proposed ordinance.

Public Comments – Mr. Deam asked if any member of the public cared to comment about Ordinance No. 21-04: 2022 Rates and Charges Ordinance.

No member of the public came forward to comment about Ordinance No. 21-04.

Closure of Public Hearing - Hearing no further requests for comment, Mr. Deam closed the Public Hearing for Ordinance No. 21-04.

Board Action – Mr. Timothy Haffner made a motion to adopt Ordinance No. 21-04: 2022 Rates and Charges Ordinance. Mr. Jerry Henry seconded the motion. Mr. Sturges called for a roll call vote. Below is a tally of the votes:

Mr. Jerry Henry – Aye

Ms. Kimberly Wagner – Absent

Mr. Barry Sturges – Aye

Mr. Tim Haffner – Aye

Ms. Réna Bradley – Aye

Mr. Gregg Sengstack - Aye

The motion carried.

7. OTHER BUSINESS

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

Mr. Hinderman did take the opportunity to note that Mr. Patrick Dooley was attending his final board meeting. Mr. Dooley who has been with the Airport Authority for over 13 years and would be retiring in early December. Mr. Hinderman thanked Patrick for the outstanding

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service, dedication and leadership he has provided over the years. Board members wished Mr. Dooley well and commended Patrick for his outstanding service to the Airport Authority, Greater Fort Wayne, Inc. and the entire community.

8. ADJOURNMENT

Mr. Haffner moved to adjourn the November 15, 2021, Regular Session Board Meeting at 3:22 p.m. Mr. Barry Sturges adjourned the meeting.

EXECUTIVE SESSION:

An Executive Session was held prior to the regular session board meeting on November 15, 2021 at 2:00 p.m. at the Fort Wayne Aero Center, 4401 Altitude Drive, Fort Wayne, Indiana, 46809, Conference Room, F203, pursuant to proper legal notice, to discuss Personnel (pursuant to IC 5 14 1.5 6.1(b)(5) or (b)(6) or (b)(9), Lease Negotiations (pursuant to IC 5 14 1.5 6.1(b)(2)(D), pending or threatened litigation which is pursuant to IC 5 14 1.5 1(b)(2)(B), and confidential records which is pursuant to IC 5 14 1.5 6.1 (b)(7).

Attendance:

Richard B. (Barry) Sturges, Jr., President; present

Gregg Sengstack, VP; present

Timothy T. Haffner, Secretary; present*

Jerome F. (Jerry) Henry, Jr.; present

Kimberly Wagner; absent

Réna Bradley; present

Mr. Mike Deam; present

Mr. Tom Trent; present

Mr. Scott Hinderman; present

Ms. Robin Strasser; present

Mr. Patrick Dooley; present

Ms. Stephanie Veit; present

Ms. Mary Easterday; present

**electronic meeting participation*

By signing the minutes of the November 15, 2021, board meeting, it is hereby certified that nothing other than the topics, as noted above, were discussed during the Executive Session.

Signatures on File

Mr. Richard (Barry) Sturges
Board Vice-President

Mr. Timothy Haffner
Board Secretary