

# A G E N D A

**ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD  
SOUTH BEND INTERNATIONAL AIRPORT  
4477 PROGRESS DRIVE, SOUTH BEND, INDIANA  
MEETING OF THURSDAY, January 27, 2022 TIME 11:30 A.M.**

1. Call to Order.
2. Election of Officers for 2022. **(President please read Election of Officers statement - last page)**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_
3. Approve Minutes from the December 16, 2021 Board meeting.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_
4. Approve Payroll Warrants for December 23, 2021.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_
5. Approve Payroll Warrants for January 7, 2022.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_
6. Approve Payroll Warrants for January 21, 2022.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_
7. Approve Invoice Vouchers and Claim Payments as per Schedule dated January 21, 2022.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_
- 8 Report of Financial Statement for the Month of December 2021.  
**Motion to accept the report.**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

## TABLED AND UNFINISHED BUSINESS

None

## CONTINUING BUSINESS

None

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## NEW BUSINESS

1. Consideration to approve Resolution 2022-01 designating the appointment of the Treasurer, Jay Asdell, and the Assistant Treasurer, Michael Daigle, for a one (1) year term.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

2. Consideration to accept and ratify the agreement with Performance Services, Inc (PSI) and to authorize the CEO & Executive Director to sign any documents associated with this agreement.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

3. Consideration to accept and ratify the Change Order #25 in the amount of \$857,087.25 for the Taxiway B Project and to authorize the CEO & Executive Director to sign any documents associated with this project.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

4. Consideration to accept and ratify the Airport Improvement Grant (AIP) 61 in the amount of \$356,505 and to authorize the CEO & Executive Director to sign any documents associated with this project.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

5. Consideration to approve a one (1) year extension to the Standard Use and Lease Agreement between the St. Joseph County Airport Authority and CSA Air for the FedEx Ramp and Landing fees.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

6. Consideration to approve a one (1) year extension to the LECO Corporation for a fuel flowage permit effective January 1, 2022.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

7. Consideration for approval to proceed with the solicitation of bids for the Air Commerce Center (ACC) demolition, and then for Staff to evaluate and return a recommendation to the Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

8. Consideration for approval to proceed with the solicitation of bids for improvements to the front of the terminal building and then for Staff to evaluate and return a recommendation to the Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

9. Consideration for approval to proceed with the solicitation of bids for pavement repair projects on the Airfield and Landside; and then for Staff to evaluate and return a recommendation to the Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_

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**EXECUTIVE DIRECTOR'S REPORT**

**PRIVILEGE OF THE FLOOR**

**ADJOURNMENT**

1. Motion to adjourn the meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_ Aye \_\_\_\_\_ Nay \_\_\_\_\_



# **2022 St. Joseph County Airport Authority District Board**

## **Election of Officers**

**(To Be Read by the President of the Board):**

Following are the nominations of officers to the District Board of St. Joseph County Airport Authority for 2022, for a one (1) year term:

- **Abraham Marcus** is nominated to the position of **President**
  
- **David Sage** is nominated to the position of **Vice President**
  
- **Jay Asdell** is nominated to the position of **Treasurer**
  
- **Michael Misch** is nominated to the position of **Secretary**
  
- **Michael Daigle** is nominated to the position of **Assistant Treasurer**

**Motion to elect Officers.**

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