

**AGENDA**

**ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD  
SOUTH BEND INTERNATIONAL AIRPORT  
4477 PROGRESS DRIVE, SOUTH BEND, INDIANA  
MEETING THURSDAY, DECEMBER 15, 2022 TIME 11:30 A.M.**

1. Call to Order.
2. Election of Officers for December 2022. [\(President please read Election of Officers statement - last page\)](#)
3. Approve Minutes from the November 17, 2022, Board meeting.

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

4. Approve Payroll Warrants for Nov 25, 2022.

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

5. Approve Payroll Warrants for December 9, 2022.

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

6. Approve Invoice Vouchers and Claim Payments as per Schedule dated December 15, 2022.

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

7. Report of Financial Statement for the Month of October 2022.

**Motion to accept the report.**

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

8. Report of Capital Improvement Plan for 2023-2028.

**Motion to accept the report.**

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

**PRIVILEGE OF THE FLOOR**

**TABLED AND UNFINISHED BUSINESS**

**None**

**CONTINUING BUSINESS**

**None**

---

**NEW BUSINESS**

1. Consideration to approve the newly negotiated 2023 Union Contract for the Public Safety Department.

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

2. Consideration to approve the newly negotiated 2023 Union Contract for the Maintenance Department.

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

3. Consideration to approve the St. Joseph County Airport Authority 2023 Board of Directors Meeting Schedule.

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

4. Consideration to approve Resolution 2022-13, the St. Joseph County Airport Authority Salary and Hourly Pay Ranges.

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

5. Consideration to approve Resolution 2022-14 for Budget Transfer for Fiscal Year 2022.

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

6. Consideration to approve new Corporate Wings Glycol agreement.

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

7. Consideration to approve new Atlantic Aviation Glycol agreement.

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

8. Consideration to approve Autoclave Lease extension for Atlantic Aviation.

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

9. Consideration to approve Amendment to Enterprise agreement for wash and maintenance facility.

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

10. Consideration to approve Allegiant Airline agreement extensions for 2022 and 2023.

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

---

11. Consideration to approved LECO fuel flowage renewal.

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

12. Consideration to approve solicitation and review bids for the Airfield Lighting Control and Monitoring System rehabilitation and improvement project.

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

**EXECUTIVE DIRECTOR'S REPORT**

**ADJOURNMENT**

1. Motion to adjourn the meeting.

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

---

**December 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 December 2022:

- **David Sage** is nominated to the position of **President**
  
- **Michael Misch** is nominated to the position of **Vice President**
  
- **Andrew Kostielney** is nominated to the position of **Treasurer**
  
- **(Vacant)** is nominated to the position of **Secretary**
  
- **Michael Daigle** is nominated to the position of **Assistant Treasurer**

**Motion to elect Officers.**

---