

## A G E N D A

**ST. JOSEPH COUNTY AIRPORT AUTHORITY DISTRICT BOARD  
SOUTH BEND INTERNATIONAL AIRPORT  
4477 PROGRESS DRIVE, SOUTH BEND, INDIANA  
MEETING THURSDAY, JANUARY 25, 2024    TIME 11:30 A.M.**

1. Call to Order.

2. Election of Officers for January to December 2024.

**(President please read Election of Officers statement - last page)**

3. Approve Minutes from the December 14, 2023, Board meeting.

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

4. Approve Payroll Warrants for December 22, 2023.

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

5. Approve Payroll Warrants for January 5, 2024.

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

6. Approve Payroll Warrants for January 19, 2024.

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

7. Approve Invoice Vouchers and Claim Payments as per Schedule dated January 25, 2024.

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

8. Report of Financial Statement for the Month of November 2023.

**Motion to accept the report.**

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

### PRIVILEGE OF THE FLOOR

### TABLED AND UNFINISHED BUSINESS

None

### CONTINUING BUSINESS

None

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## NEW BUSINESS

1. Consideration to approve Bond Ordinance 2024-01.

Public Hearing:

- a.) Is there anyone present who wishes to speak in opposition of the Bond Ordinance. (recommend a 3-minute limit per person).
- b.) Is there anyone present who wishes to speak in favor of the Bond Ordinance. (recommend a 3-minute limit per person).

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

2. Consideration to approve Additional Appropriation Ordinance 2024-02.

Public Hearing:

- c.) Is there anyone present who wishes to speak in opposition of the Additional Appropriation Ordinance. (recommend a 3-minute limit per person).
- d.) Is there anyone present who wishes to speak in favor of the Additional Appropriation Ordinance. (recommend a 3-minute limit per person).

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

3. Consideration to approve a new Foreign Trade Zone Operator, Grand Design RV, LLC. of Middlebury, IN and authorizing the CEO & Executive Director or designee to sign any and all necessary documents.

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

4. Consideration to approve Resolution 2024-01 for the St. Joseph County Airport Authority Salary and Hourly Pay Ranges for 2024.

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

5. Consideration to approve Resolution 2024-02 for Rates and Charges for 2024.

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

6. Consideration to approve and ratify additive change order, for the QTA project, to R. Yoder Construction in the amount of \$912,598.00 and authorizing the CEO & Executive Director to sign all necessary documents.

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

7. Consideration to approve and award to Mead & Hunt for construction administration services for TBAT D (Base Bid and Option 1) in the lump sum amount of \$2,004,166.00.

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

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8. Consideration to approve the procurement of a replacement Front-end Loader, and associated components, from Westside Tractor Sales in the amount of \$297,500.00.

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

9. Consideration to approve lease extension with NICTD thru March 31, 2024.

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

#### **EXECUTIVE DIRECTOR'S REPORT**

#### **ADJOURNMENT**

1. Motion to adjourn the meeting.

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

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**January to December 2024 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 January to December 2024:

- **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**
- **Vincent Henderson** 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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