

**Minutes of the February 12, 2015 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order at 6:00 PM in the terminal building at the airport.

Members Present: Greg Poulin, David Miller, Doug Buell, Kirk Hunter. **A quorum was present.**

Members Absent:

Others Present: Jessica Ward- Airport Manager, Paul Schaffer- BF&S

Minutes:

1. The minutes of the January 15, regular monthly meeting, were emailed.

Motion to approve: Kirk Hunter **Second:** Doug Buell **Motion Approved.**

Reports:

The January financial reports were summarized by Jessica Ward.

Account Balances: The claims docket that we have today is for all of January and February claims. We just received a full 500 gallons of diesel this past month. That leaves us with less than enough to get one more load this year. We might be okay with only getting one more diesel load this year depending on if the farmers are going to mow on the east side of the runway again this year. In legal, the end of year invoice was paid for Jeff Thorne. His office missed the deadline for sending me the invoice to come out of last year's budget so I had to take it out of this year's. In advertising we just paid for the ad that was approved in the November board meeting for Visitor's guide. In building repair we just had our outdoor lights repaired on the hangar and the men's restroom light repaired in the terminal. The repair was done in December but they missed the deadline for sending me the invoice to come out of last year's budget as well.

Fuel Sales: Overall, we sold 336.8 gallons of 100LL for a total of \$3420.87 and 2299 gallons of Jet A for a total of \$7371.79 in January. We sold 55.9 gallons of self-service based 100LL, and 200 gallons of self-service transient 100LL last month. We sold 70.8 gallons of full service based 100LL and 10.1 gallons of full service transient Avgas. We sold 1430 gallons of full service based Jet A and 869 gallons of full service transient Jet A. Year to date we have sold 2635.8 gallons of fuel for a total of \$10,792.66. Our self-service Avgas fuel price is \$0.13 less than Porter County and \$0.46 more than Knox. Our full service Avgas price is \$0.23 less than Porter County and \$0.27 less than La Porte. Our Jet A price is \$1.05 less than Porter County, \$1.31 less than La Porte, and \$0.94 less than Knox.

Airport Manager:

1. **Snow Removal: Snow Removal:** The 19+ inches we received last week was a good test for new tractor. The airport was plowed 8 times from Sunday to Wednesday and on Thursday and Friday we spent both days blowing snow. We blew in between the T-hangars, the back side of the T-hangars, and the executive hangar taxiway. Both sides of the parallel taxiway and runway was done as well as the two runway connectors. I took some video of the blower in action. The lights were completely buried until we blew the snow. We had multiple incidents where the bolts on the blower and tractor came off and the sway arms came off as well. We were sent new bearing keepers for the blower. John from New Holland Tri-County was out here yesterday to fix a hydraulic leak on the inside of the tractor. The blower hit the concrete barrier in front of the fuel farm because the sway arms were unknowingly hanging, which luckily hasn't affected its use. John said he will do whatever he can to help work something out on the repair for the blower.

2. **Skydive Greater: 2015 Operation Request:** Skydive Greater withdrew their request to operated stating: the size and nature of our business will not require the extra land lease for parking. Also, not

having the board's decision this late into the new year they will not have enough time to market effectively.

3. **Public Workshop:** The Mayor has called a public workshop to have an open discussion between himself, the City Council, and City Department Heads in regards to 2015 initiatives, projects and departmental needs on February 23rd. Greg and I will sit down to discuss the items in our operating/capital improvement budgets in the coming week to discuss if there is anywhere we feel we are able to cut without affecting our responsibility for providing safe and efficient air transportation for our citizens.

Airport Development:

1. **AIP 15- Terminal Layout for ALP:** Azra Hussein, is now acting on the closeout request entered 3/17/2014.
2. **AIP 17- Wildlife Fence:**
 - a. **Partial Pay Request No. 9: Federal- \$12,801.00, State- \$310.78:**
Motion: Greg Poulin **Second:** David Miller **Motion Approved.**
 - b. **Execute closeout documents and amendment request of \$1,612.00:**
Motion: Greg Poulin **Second:** Kirk Hunter **Motion Approved.**
3. **AIP 18- Wildlife Fence Phase 2:** A pre-construction meeting has been scheduled for February 19 at 1pm. Tree clearing for the project has been approved by the FAA.
4. **Runway 20 Tree Trimming:** The tree trimming in the approach to Runway 20 has been approved by the FAA. Quotes will be solicited for the work and included with the FY 2015 grant application.
5. **Runway 2-20 Rehabilitation with Runway Projection Zone Study**
 - a. **Execute Work Order No. 6: Runway 2-20 Rehabilitation with Runway Projection Zone Study: Motion:** Greg Poulin **Second:** Kirk Hunter **Motion Approved.**

Old Business: None

New Business: None

Claims Docket: Amount: \$51,479.76

Motion: David Miller **Second:** Kirk Hunter **Motion Approved.**

Correspondence: Letter from Nick Kant in regards to Skydive Horizontz.

Public Comment: None

Adjournment: There being no further business, the meeting was adjourned at 6:45 pm.

Motion: Greg Poulin **Second:** David Miller **Motion Approved.**