

**Minutes of the February 16, 2010 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: Tom Ringo, David Miller **A quorum was present.**

Members Absent: Greg Poulin, Paul Sammann

Others Present: Jessica Groff- Airport Manager, Karla Armstrong- R.W. Consultant, Art Craig- Airport Tenant

Minutes: The minutes of the January 12, regular monthly meeting were read with no corrections noted. **Motion to approve:** David Miller **Second:** Tom Ringo **Motion Approved.**

Reports:

Finance: The January 2010 operations and financial reports were summarized by Jessica Groff. We have already spent 77.78% of our overtime account balance. This is due to plowing and holiday pay. We use overtime mainly in the winter to cover plowing operations and anytime during the year to cover holidays. Comp time is given to employees when possible during the week to cover plowing operations.

Fuel Sales: We sold 6,639.7 gallons of self-service Avgas in 2009. Last year was the first year that we have had our self-service available since 2005. We were up 4% overall in Jet A sales and up 50% overall in Avgas sales compared to January, 2009. Our self service fuel sales were up 70% from January 2009. Our based Avgas sales were up 63 gallons from January last year while our based Jet A sales were down 283 gallons. Our transient Avgas sales were up for the month by 313 gallons, while our transient Jet A sales were up 124 gallons from January of last year.

We continue to have the lowest fuel prices in the area with our Jet A fuel price at \$3.10 and Avgas price at \$3.76.

Airport Manager:

1. Clerk Position: A clerk has been hired and started last Thursday. Her name is Jamie Heredia. She is getting acquainted with the airport and this week starts her training videos for fueling aircraft.
2. Plow on the Silverado: The plow central maintenance would like to put on our Silverado is a Sno-Way Poly Blade 7'6" plow with down pressure and wired remote control. John Schaefer is looking into funds for the blade; approval tonight will be pending funds.
Motion to approve: David Miller **Second:** Tom Ringo. **Motion Approved.**
3. LaPorte County Zoning Ordinance: The adoption of the new county wide zoning ordinance will be in August of this year. The county planner will be letting me know of any public meetings for zoning before August. I have a copy of the Airport District and Approach Overlay District zoning ordinance sections for our county. I have requested a copy of the PDF for the municipal airport hazard zoning map for our airport and am still waiting for a response.
4. WSI Sales Addendum: I renewed our agreement with WSI for another 3 years. The monthly rate decreased by \$10 effective February 15, 2010. We received a free upgrade to a new 19" monitor with new contract.
5. LED sign: We received our LED sign for the ramp. It works great and we have gotten many compliments on it.

Airport Development:

1. **Tree Obstructions:** The tree removal and trimming project to remove obstructions penetrating the PAPI approach on the North end of runway 20 is complete. Both sets of PAPI lights are now usable.
2. **Obstruction Lighting Rwy 20 Approach:** The FAA has no objection to the proposal provided for clearing 6 tree groups to clear obstructions that are penetrating the visual surface and installing 6 obstruction lights for the remainder of the trees that are obstructing the IFR approach surface.
3. **AWOS:** We have an exhibit for the proposed AWOS site. RW Armstrong has submitted the 7460 and BCA this past week to the FAA.

Old Business:

1. **CIP 2011-2015:** The summary was submitted successfully. No changes were made.

New Business:

None

Claims Docket:

Amount: \$36,999.78

Motion: David Miller **Second:** Tom Ringo **Motion Approved.**

Public Comment:

None

Correspondence:

Letter from Richard E. Carr

Adjournment: There being no further business, the meeting was adjourned at 7:00 P.M.