

**Minutes of the March 9, 2017 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, Doug Buell, Kirk Hunter, T.Y. Okosun. **A quorum was present.**

**Members Absent:** None

**Others Present:** Jessica Ward- Airport Manager, Bill Nelson- BOAC Attorney, Chris Schwanke- Council Liaison

**Minutes:**

1. The minutes of the February 9, regular monthly meeting, were emailed.

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

**Reports:**

The Financial reports were summarized by Jessica Ward.

**Account Balances:** I am not concerned with any balances in any of our accounts. I will transfer money into our Vacation Bonus Account and our Legal Notices Account. I took another invoice out of our Airport Projects Account for a BF&S Master Services Agreement invoice for \$2,697.50.

**Fuel Sales:** Overall, we sold 1,540 gallons of 100LL for a total of \$4,985.91 and 827 gallons of Jet A for a total of \$2,108.85 in February. We sold 203.5 gallons of self-service based 100LL, and 978.3 gallons of self-service transient 100LL last month. We sold 139.9 gallons of full service based Avgas and 218.3 gallons of full service transient Avgas. We sold 827 gallons of full service transient Jet A. Year to date we have sold 4,630.6 gallons of fuel for a total of \$14,592.33. Our self-service Avgas fuel price is \$0.36 less than Porter County and La Porte and \$0.12 less than Knox. Our full service Avgas price is \$0.46 less than Porter County and \$0.41 less than La Porte. Our Jet A price is \$0.30 less than Porter County and La Porte, and \$0.32 more than Knox.

**Airport Manager- Reported by Jessica Ward:**

1. **Part-Time Lineman:** The new part time lineman has been hired and will start next week.
2. **New Hustler Mowers:** We are in possession of both the new Hustler Mowers. They are ready to go for mowing.

**Airport Development- Reported by Jessica Ward:**

1. **AIP 20- Improve Runway 2 RSA/RPZ- Remove US 20 (CatEx & Design) Part A:** The historical architecture is underway. A meeting has been scheduled for March 21 at the FAA Chicago ADO office to bring our new Program Manager up to speed on the project. We will also discuss some innovative finance options to fund the project with the FAA while there.
2. **Hangar Development by Skydive Windy City:** The lease legal description is complete.
3. **Tower Review:** BF&S reviewed a tower request from CelluSite, LLC. The tower is located 4.46 miles Southeast of Runway 02 threshold. Based on the information provided there will be no impact to an approaches for MGC.

**Old Business:**

**1. Swift Fuel: Potential Availability here at MGC:** We received a proposal from Swift Fuel for \$5,600 to retrofit a 550 gallon tank for self-service use here at MGC for UL94 Avgas. The board requested a proposal including the option of the pod tank that was described in the presentation last month as well to lower start-up cost.

**2. Flight Services, LLC Lease Amendment & Addendum:** An addendum was made to the land lease removing the requirement of Troy Church or Flight Services, LLC be the majority shareholder in SkySports, INC which is the skydive company operating out of their new hangar. An amendment was also made to the land lease updating the legal description for the land the hangar sits on.

**Motion to Approve:** Doug Buell. **Second:** T.Y. Okosun. **Motion Approved.**

**3. Road Cut Agreement for New Sewer Line to Flight Services, LLC Hangar:** Bill Nelson discussed the Road Cut Agreement that a motion was made for at the last meeting. He stated that it is a better idea for the BOAC and the Contractor to have the agreement to do the work and the BOAC and Flight Services, LLC have a different agreement stating Flight Services, LLC will pay for the work by certified check to the airport for the work before it commences.

**Motion to cancel the previous motion for contract terms from last month and approve Bill Nelson to draft a new contract with these new terms:** T.Y. Okosun. **Second:** Kirk Hunter. **Motion Approved.**

**4. Contract with Washington Park Zoological Society for Zoobilee Event:** The Zoobilee event is April 22, 2017 at the Airport. The contract is ready to be submitted to the Zoological Society for their approval. **Motion to approve contract with Washington Park Zoological Society:** T.Y. Okosun **Second:** Kirk Hunter **Motion Approved.**

**New Business:**

**1. SkySports, INC 2017 Operating Agreement:** The operating agreement was drafted by Bill Nelson for the 2017 season. There was discussion about the fencing requirement. The board agreed that Troy could use the rope fence to start his operation this season but would need to put up permanent fencing as soon as he could. **Motion to Approve:** Doug Buell **Second:** T.Y. Okosun **Motion Approved.**

**Claims Docket: Amount:** \$9,720.02

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

**Correspondence:** None

**Public Comment:** None

**Adjournment:** There being no further business, the meeting was adjourned at 7:05 pm.

**Motion:** Doug Buell **Second:** T.Y. Okosun **Motion Approved.**