

**Minutes of the March 10, 2016 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, Kirk Hunter, and Doug Buell. **A quorum was present.**

**Members Absent:** None

**Others Present:** Jessica Ward- Airport Manager, Paul Shaffer- BF&S, Chis Schwanke- Council Liaison

**Minutes:**

1. The minutes of the February 11, regular monthly meeting, were emailed.

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

**Reports:**

The Financial reports were summarized by Jessica Ward.

**Account Balances:** Our current account balances are in front of you. We are over our monthly projected budget in Water and Sewer, which I discussed last month, and Equipment Repairs. We spent \$395 on the new plastic backing for the Snow-Way plow on our Chevy, and \$119.40 last month for oil for the hydraulics for the mowers which put us \$14.40 over our projected budget there. We received 7500 gallons of Jet A this past month as well as 500 gallons of diesel.

**Fuel Sales:** Overall, we sold 621.6 gallons of 100LL for a total of \$2,665.51 and 698.6 gallons of Jet A for a total of \$1,692.21 in February. We sold 79.2 gallons of self-service based 100LL, and 209.7 gallons of self-service transient 100LL last month. We sold 0 gallons of full service based Avgas and 171.6 gallons of full service transient Avgas. We sold 150.5 gallons of full service based Jet A and 182.2 gallons of full service transient Jet A. Year to date we have sold 5,150.1 gallons of fuel for a total of \$15,283.17, which puts us at a 10% increase in gallons sold last month from February, 2015. Our self-service Avgas fuel price is \$0.36 less than Porter County and \$0.41 less than LaPorte and \$0.03 less than Knox. Our full service Avgas price is \$0.46 less than Porter County and \$0.46 less than La Porte. Our Jet A price is \$0.81 less than Porter County, \$0.81 less than La Porte, and \$0.36 less than Knox.

**Airport Manager:**

1. **Brush for the Bi-Directional Tractor:** The brush for the Bi-Directional Tractor is in the weld shop and will be delivered here after the new bracket that will fit our tractor is welded onto it.
2. **Mower/Tractor Maintenance:** Rudy did the tune-ups, oil changes and sharpened the blades on the mowers. In the next couple of weeks he will change the fluids on the RTV as well. Central Maintenance will do an oil change and hydraulics on the New Holland Tractor soon as well.
3. **ADS-B Equipment Installation:** Marquiss Electric will be out this coming week to run power and possibly a coax cable to the center of the lobby wall for the new smart TV installation. They will also move the strobe fire alarm to make room for the TV as well. The City IT department will come out and install the TV and the ADS-B antennas on the roof and set up the equipment after Marquiss is done.

**Airport Development- Summarized by Paul Schaffer:**

1. **AIP 19- Runway Protection Zone Study:** We received the final geotechnical report on 2/5/16. While the initial approach was constructible we have elected to take a more conservative approach in an effort to ensure INDOT is comfortable moving forward. We have adjusted the road cuts shallower which allows for a natural impervious clay layer to separate the road bed from the water table. With this approach the road cut is less than the existing cut at US 212 and drainage is extremely feasible. We will review the revised roadway/runway profiles and discuss impacts. We have requested a follow up meeting with the INDOT team to go over the findings at the LaPorte office. Meeting date: TBD.
2. **AIP 19: North End Tree Trimming:** The pre-final inspection was held February 16, with INDOT Aviation and the FAA. They were both happy with the project and confirmed the 20:1 approach was not clear. The FAA approved shortening the obstruction tower at the pre-final inspection. The FAA requested 3 quotes be obtained. We only receive 2 quotes to lower the tower at this point. We are waiting on a final.
  - a. **Motion to Approve Lowest Bidder to Lower the Tower:** David Miller **Second:** Kirk Hunter **Motion Approved.**
3. **Hangar Development Request by Skydive Windy City:** Troy Church stated that he will be getting a large construction trailer to operate out of for this season and hopefully get the hangar/office building funded this fall.

**Old Business: None**

**New Business: None**

**Claims Docket: Amount:** \$23,226.32

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

**Correspondence: None**

**Public Comment: None**

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

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