

**Minutes of the March 13, 2012 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order at 6:07 PM in the terminal building at the airport

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

Members Absent: None

Others Present: Jessica Ward- Airport Manager, Karla Price – RW Armstrong, Marty Nieman, Dennis Kane

Minutes: The minutes of the February 16, regular monthly meeting were read.

Motion to approve: David Miller **Second:** Mike Shebel **Motion Approved.**

Manager Reports:

The February financial reports were summarized by Jessica Ward.

Account Balances: This financial report has been changed to better project whether we are over or under budget in our accounts by creating annual, bi-annual, and quarterly projections for certain accounts. We are currently drastically over budget in is our unemployment account. We have had no update on the unemployment situation. Money is not needed to be transferred at this time.

Fuel Sales: Compared to February 2011 our Jet A sales were down 16% due to our Jet A truck being out of service and our 100LL sales were up 76%. Our self service fuel sales were up 370 gallons for both based and transient traffic from February last year. Our transient Jet A sales were down 262 gallons from February last year while our transient Avgas truck sales were up 100 gallons. Our based Jet A sales were down 73 gallons from last February while our Based Avgas truck sales were down 64 gallons. Knox currently has us beat on both Jet A and Avgas fuel price. Our self service Avgas fuel price is \$0.04 more than Knox. Our full service Avgas price is \$0.72 less than Porter County and \$0.64 less than LaPorte. Our Jet A price is \$0.44 less than LaPorte, \$0.47 less than Porter County airport and \$0.43 more than Knox.

Airport Manager:

1. **Jet A Truck:** We received the new Jet A truck Friday, March 2. We filled it with fuel but it wouldn't pump. Kevin took it back down to his shop and had to prime the pump because there was air in the lines. He brought it back out here that Saturday. The truck died while Rudy was driving it this past Friday to fuel an aircraft. He turned around the single point nozzle and reattached it to the bracket and it started right up. He believes that when it was on backwards it was too loose on the shut off sensor which is designed to not allow the truck to drive when the hose isn't fully attached. This is the only issue we have had since receiving the truck.
2. **Idea & Information Exchange:** Tawania and I attended the LaPorte County Convention & Visitors Bureau's Idea and Information exchange last month at Applebee's. My goal was to find local attractions, hotels, and restaurants that are willing to give pilots and their clientele that fly into our airport a discount at their establishments. I spoke with representatives from Country Inn and Suites, Blue Chip Casino and Applebee's and received confirmation that they were all interested in giving discounts to pilots. We currently have one set up already with Country Inn and Suites for \$80 per night using the airport corporate rate.

3. **MCHS Career Fair:** I will be attending the Michigan City High School Career Fair this month on the 21st. I will bring handouts for the Young Eagles program as well as discuss aviation programs available at nearby colleges.

Airport Development:

1. **Wildlife Hazard Assessment:** We are still waiting for comments from JF New on the document.
2. **EA for Maintenance of Runway 20 approaches (AIP -12):** We received minimal comments from the FAA about incorporating this document into the EA so some changes were made to the summary section of the document last submitted to the BOAC. These changes have been made and the document is being mailed to the EPA and Fish & Wildlife for their review.
3. **FY 2011 Projects (AIP 15):** Terminal/Hangar Security Fence- Placement of the fence around the ravine will be as shown on our design plans. FY 2012 project will include T/W & Apron repairs and drainage/ditch modifications. It is likely that we will receive grant money in August or September this year for these repairs and modifications. Bids are estimated to go out around June 1st, and the project is estimated to start between August and September.
4. **AWOS/ Beacon/ Obstruction Removal/Obstruction Lighting Project:** Construction is complete but Michiana will be required to come out in the spring to fill in ruts around the side of the terminal building. RW is still waiting for their final paperwork to be sent to them so they can close out our grant.
5. **Pancake Breakfast Update:** David Miller said the EAA and the Civil Air Patrol couldn't work anything out together for the pancake breakfast this year. The Summer Festival Committee is investigating all options to still have the breakfast at the airport, which is a huge hit every year.

Old Business:

1. **CIP Planning:** The BOAC was given another 2012- 2016 CIP Priority and Funding Summary from RW Armstrong with the additional local match amounts. The new CIP was signed at the meeting. The BOAC decided they would like to pipe in the ditch instead of placing a fence through the ravine.
2. **Terminal Carpet:** Marty Nieman came to the meeting to discuss his opinion on the problem with the terminal carpet buckling. He answered all questions the BOAC had on type of carpet, adhesive, warranty information, etc. Jessica Ward will be finding out if we have any warranty left on the current carpet. We are in the process of getting 2 other estimates to replace the carpet in the terminal building. Money has been allocated for this project as needed.

New Business:

1. **Boy Scout Airport Visit:** Greg Poulin asked if the Boy Scouts could have a tour of the airport on either May 9, 2012 or May 23, 2012 in the evening. Jessica Ward was interested in hosting the event. Dennis Kane offered to let the Scouts sit in his airplane for pictures and David Miller will look into the possibility of Young Eagles Flights that evening.

Claims Docket: **Amount:** \$23,801.77
 Motion: Mike Shebel **Second:** David Miller **Motion Approved.**

Correspondence: None

Public Comment: Dennis Kane discussed sending in articles to the News Dispatch for planes that land to pick up organ transplants, Boy Scout visits, etc... to let our community know how viable the airport is to our community. He also discussed capturing transient pilots email addresses, giving notification now to based pilots for taxiway closures for august, and flag etiquette.

Adjournment: There being no further business, the meeting was adjourned at 7:18 P.M.

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