

**Minutes of the March 19, 2013 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, Mike Shebel, Kirk Hunter. **A quorum was present.**

Members Absent: None

Others Present: Jessica Ward- Airport Manager, Jeff Thorne- BOAC Attorney, Nick Kant- Skydive Horizonz

Minutes: The minutes of the February 12, regular monthly meeting, were emailed.

Motion to approve: Kirk Hunter **Second:** Mike Shebel **Motion Approved.**

Manager Reports:

The February financial reports were summarized by Jessica Ward.

Account Balances: Our account balances are typical for this time of year. We had a problem with our gas meter this past month and a half so we paid a larger NIPSCO bill but received a refund when they found the problem was the actual meter, which NIPSCO replaced. We haven't received this month's NIPSCO bill yet, so we don't know if the billing corrections are complete yet. Our sewer bill went up from an average of \$12.00 to \$165 due to the Sanitation rate increases that were approved by the City Council. We have made a call to Randy Russell from the water department to find out if we can go to a shorter meter. We only have 5% left in that account to last us the rest of the year so we will need an additional appropriation to have funds to pay our sewer bill from next month forward.

Fuel Sales: Compared to February 2012, overall, our Jet A sales were down 9% and our 100LL sales were down 55%. Our self service fuel sales were down 276 gallons for both based and transient traffic from February last year. Our transient Jet A sales were up 760 gallons from February last year while our transient Avgas truck sales were down 55 gallons. Our based Jet A sales were down 919 gallons from last February, which in part is due to one of our largest based jet A fuel consumer spending the last couple of months down in Costa Rica, while our Based Avgas truck sales were down 183 gallons, which led to the increased self service based fuel sales. Our self service Avgas fuel price is \$0.05 more than Knox and \$0.42 less than Porter County. Our full service Avgas price is \$0.53 less than Porter County and \$0.51 less than LaPorte. Our Jet A price is \$0.82 less than LaPorte, and Porter County airports and \$0.08 more than Knox.

Airport Manager:

- 1. Statement of Qualifications Submittals:** We received 4 statements of Qualifications before the deadline for submittal from BF&S, CMT, NGC and Woolpert. These have been referred to our consultant selection committee who will rank the consultants based on qualifications, interview selected consultants and have a recommendation for the BOAC by the next Board meeting.
- 2. Lions Club Presentation:** I have 2 Lions Club presentations that I will be giving in the next month; one is for the Michigan City Lions Club and the second for the Michiana Lions Club. I will be discussing our airport, past, present and future, along with the economic impact our airport has on our local community.

- 3. Department of Aviation Presentation:** I will be speaking at the next council meeting as well, giving a department of aviation presentation. I will be discussing our upcoming goals for this next year as well as our accomplishments from last year.
- 4. Kitchen Upgrade:** The kitchen upgrade has been completed. The back splash was damaged while they put in the new sink so we are waiting on that being replaced. I will be calling the Health Department to get an annual food service permit in the next couple of weeks.

Airport Development:

- 1. Pre-Construction Meeting:** Our preconstruction meeting for our Taxiway & Ramp Pavement Repair Project is anticipated to be sometime in April. I am pushing to have the project start in April as opposed to wait until May so it will have less impact on warm weather operations.

Old Business:

1. Lease for Skydive Horizonz Operation at MGC- After discussion on some specifics of the lease with Jeff Thorne and Nick Kant, a motion was made to accept the lease.

Motion: Greg Poulin **Second:** Kirk Hunter **Motion Approved.**

New Business:

- 1. Land Lease- Dana Pyle:** A new land lease was presented for Dana Pyle for hangar A5-15 which he recently purchased from Ed Scott. **Motion to accept lease:** Greg Poulin **Second:** Kirk Hunter **Motion Approved.**
2. Jeff Thorne stated that the lease with Ed Scott needed to be terminated. **Motion to Approve:** Greg Poulin **Second:** Mike Shebel **Motion Approved.**

Claims Docket:

Amount: \$4,368.36

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

Correspondence: None

Public Comment: Dennis Kane- airport tenant had a couple of questions for Nick Kant regarding the skydiving operation and the commercial traffic pattern above our airport, as well as where the drop zone for skydivers would be on the airport.

Adjournment: There being no further business, the meeting was adjourned at 6:35 P.M.

Motion: Greg Poulin **Second:** Mike Shebel **Motion Approved.**