

**Minutes of the April 17, 2014 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, Kirk Hunter, David Miller, Doug Buell. **A quorum was present.**

Members Absent: None

Others Present: Jessica Ward- Airport Manager, Paul Shaffer- BF&S, Joe Doyle- Council Liaison, Jeff Thorne- BOAC Attorney

Minutes: The minutes of the March 6, regular monthly meeting, were emailed.

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

Reports:

The March financial reports were summarized by Jessica Ward.

Account Balances: We will have to transfer money into our unemployment account. We are currently negative in that account. Our electric/gas account is over our monthly projected budget, but we have had a colder than normal winter and I will be looking into the last bill which seems peculiar. It should average out by the end of the year. I subtracted our local share of \$13,133.87 for AIP 17 grant from our Airport Projects account balance, which gives us a current balance of \$132,148.58 in that account.

Fuel Sales: Overall, we sold 2,666.2 gallons of 100LL for a total of \$12,661.71 and 1,592 gallons of Jet A for a total of \$6,383.64 in March. We sold 163.1 gallons of self-service based 100LL, and 1,753.7 gallons of self-service transient 100LL last month. We sold 88.1 gallons of full service based 100LL and 661.3 gallons of full service transient Avgas. We sold 120 gallons of full service based Jet A and 1,472 gallons of full service transient Jet A. Year to date we have sold 10,124.4 gallons of fuel for a total of \$45,782.66, which is 5 percent less than what was sold year to date in 2013. Our self-service Avgas fuel price is \$1 less than Porter County and \$0.25 less than Knox. Our full service Avgas price is \$1.10 less than Porter County and \$1.09 less than La Porte. Our Jet A price is \$0.85 less than Porter County, \$0.84 less than La Porte, and \$0.07 less than Knox.

Airport Development:

1. **AIP 15- Terminal Layout for ALP:** BF&S and Michael Brown- planner for the FAA, have been working out final details for the terminal layout. We should have a resolution soon.
2. **AIP 17- Wildlife Fence:** This project is financially 77% complete at this point.

a. Action Items:

- i. **Curb Cut for Skydive Entrance Proposal:** The City received a proposal from Rieth Riley for removing the curb leading to the entrance gate for the skydive operation and adding an asphalt drive from the removed curb to taxiway A1. The total amount was \$12,990.00. After discussion on availability of funds and possible approval from the FAA to cover this cost in the grant, a motion was made to cover the cost locally up to the full amount if approval is not received from the FAA for this amount to be covered in the AIP 17 grant. **Motion:** David Miller **Second:** Kirk Hunter **Motion Approved.**
- ii. **Contractors Progress Estimate No. 4 to Future Fence in the amount of \$133,711.69.**
Motion: Greg Poulin **Second:** David Miller **Motion Approved.**
- iii. **FAA Pay Request No. 4 to reimburse fence project costs in the amount of \$137,325.00.**

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

Old Business:

1. Skydive Greater- Michigan City Operation Request:

A signed operation and land lease agreement has been received by Jeff Thorne. An insurance policy review from GIS is still pending. The airport manager will invoice Skydive Greater for the permit fee, land lease rent, and other charges incurred. Skydive Greater will receive a list of contract items that still need to be completed before commencing operation.

New Business: None

Claims Docket: Amount: \$130,225.56

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

Correspondence: None

Public Comment: None

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

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