

**Minutes of the May 11, 2017 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order at 5:30 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, Chris Schwanke- Council Liaison

Minutes:

1. The minutes of the April 13, 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 still need to transfer money into our Vacation Bonus account and our Legal Notices Account. We have used 61% of our gas/electric account already. I will need to transfer money into our account before the end of the year. All other accounts are looking good.

Fuel Sales: Overall, we sold 1745.5 gallons of 100LL for a total of \$5,815.62 and 1868.8 gallons of Jet A for a total of \$5,243.87 in April. We sold 378.2 gallons of self-service based 100LL, 1218.3 gallons of self-service transient 100LL and 220.8 gallons of self-service transient Jet A last month. We sold 47.9 gallons of full service based Avgas and 101.1 gallons of full service transient Avgas. We sold 809 gallons of full service based Jet A and 839 gallons of full service transient Jet A. Year to date we have sold 10,559.6 gallons of fuel for a total of \$32,674.47. 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. **Self Service Fuel Turn Around Construction/ Skydive Turn Around Construction:** The pad is poured for the self-service fuel turn around. Rieth Riley will be out before the end of next week to complete the excavation around the pad for drainage per the construction plans. The skydive turn around construction started today. They should be done in the next day or two.

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 complete. The ecology field work is being scheduled. We visited the Michigan City Chamber to get leads for the Runway Length Justification. The airport has been asked to host a Manufacturers Council Meeting on June 13, 2017 at the airport. BF&S will be on hand to present on the runway project. We are working to schedule a meeting with the Indiana Regional Development Authority (RDA) and the Northwest Indiana Regional Planning Commission (NIRPC) to discuss runway and fuel system funding. NIRPC is the designated Metropolitan Planning Organization (MPO) for Northwest Indiana.

2. **Hangar Development by Skydive Windy City Update:** We had a meeting with Troy from Skydive Windy City, Sue from the Inspection Department, Greg Poulin, Doug Buell, and Jessica Ward to discuss moving the hangar project along to allow occupancy as soon as possible. Sue said as soon as the bathrooms are in the occupancy permit will be given. Troy called his plumbers, framers, and electricians to get a time line on the work. The bathrooms should be done in 2 weeks.
 - a. **Construction Extension Request:** Troy requested a construction schedule extension because construction will possibly go past the 6 months allowed from the time the lease was signed. After discussion the board would like to wait to approve the extension pending the new proposed schedule for completion of the bathrooms until the next board meeting if necessary.

Old Business: None

New Business:

1. **Resolution Adopting Policy on Use of Hangars:** A resolution adopting policy on use of hangars was drafted by Bill Nelson in reference to the policy the FAA has adopted regarding the use of hangars at obligate airports, which comes effective on July 1, 2017. This policy will be mailed out to the tenants with the Land Lease Rent Letters.

Motion to Approve: T.Y. Okosun **Second:** Kirk Hunter **Motion Approved.**

Claims Docket: Amount: \$43,900.80

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

Correspondence: None

Public Comment: David Miller was presented a plaque for his 13 years of service on the Board of Aviation Commissioners. David requested the EAA Chapter 966 host a spot landing contest sometime during Oshkosh week, but probably on July 22 or 23. The board didn't see any problems with the contest and are interested in hearing more about it as the EAA Chapter 966 finalizes the date and contest rules.

Adjournment: There being no further business, the meeting was adjourned at 6:25 pm.

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