

**Minutes of the June 12, 2012 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, Joe Doyle- Council Liaison, Josh Mann- RW Armstrong, James Maroney- Prospective airport tenant

**Minutes:** The minutes of the May 10, regular monthly meeting were emailed.

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

**Manager Reports:**

The May financial reports were summarized by Jessica Ward.

**Account Balances:** Looking at the end of May account balances we are under our projected budget in all accounts except for the same few that have previously been discussed. There are a couple of transfers that will be made this month, including transfers into our unemployment account, household account, and automobile insurance account. Totals transferred will be on our July BOAC meeting report. I have also added lines for our Aviation Fuel and Airport Projects accounts. I have submitted the budget for 2013 which was due June 1<sup>st</sup>.

**Fuel Sales:** Compared to May 2011, overall, our Jet A sales were down 38% and our 100LL sales were up 128%. Our self service fuel sales were up 1585 gallons for both based and transient traffic from May last year. Our transient Jet A sales were down 433 gallons from May last year while our transient Avgas truck sales were down 120 gallons, which we made up in our self service sales. Our based Jet A sales were down 1000 gallons from last May while our Based Avgas truck sales were up 265 gallons. Our self service Avgas fuel price is \$0.39 less than Knox. Our full service Avgas price is \$0.25 less than Porter County and \$0.23 less than LaPorte. Our Jet A price is \$0.63 less than LaPorte, and Porter County airports and \$0.32 more than Knox.

**Airport Manager:**

- 1. Pancake Breakfast Update:** Fliers have been sent out for our pancake breakfast to all the airports on INDOT's airport list. It also is posted on our webpage, as well as the EAA's, AOPA's, and the Summer Festival Committee's. I have sent a request that if be listed on the Calendar of Event's section of the city's webpage. It will also go out in a newsletter to the transient pilot's that have given an email address.
- 2. INDOT Airport Inspection:** We recently had our annual INDOT airport inspection and passed with flying colors. They even updated Greg Poulin as the BOAC president, as they still had Tom Ringo on file.
- 3. Young Eagles:** We recently had two Young Eagles events which had a great turnout of kids and great weather. Between the two events they flew about 50 kids.
- 4. Bomb Threat:** Detective Cooney is working on our bomb threat case from May 18<sup>th</sup>. He subpoenaed our phone records and they sent him the wrong time of day so he had to send in another request.
- 5. July BOAC date change:** Our next BOAC meeting will be Monday, July 16, at 6pm here at the terminal building.

**Airport Development:**

1. **Wildlife Hazard Assessment:** Under FAA review. Awaiting response.
2. **EA for Maintenance of Runway 20 approaches (AIP -12):** Under FAA review. Awaiting response.
3. **Obstruction Lighting (AIP 14):** Submitted final pay request to FAA.
4. **FY 2011 Projects (AIP 15):** 100% design is complete and available for BOAC review. First advertisement for bids will be June 18, 2012. Opening of bids will be July 11, 2012 at 11am. Anticipated construction will be August 6, 2012- September 20, 2012.
5. **FY 2012 Construction Projects (AIP 16):** The FAA has sent out guidance that they expect to have all grants issued this year by early August. No later than mid-July we will have to submit the application based upon bids.

**PO Projects: P/O Projects:**

1. Haynes Excavating has finished ripping up the old asphalt on the south end of the airport. He used the dirt left over from the Taggart hangars that were built here on the North West end as fill. He cut along the runway edge line on the northern taxiway and on the southern taxiway he cut to the edge of the good concrete, which leaves a nice little section for turn around. The poor condition asphalt has all been torn out.
2. Marquiss Electric still hasn't given us an update on the stainless steel check gauge that had to be ordered to finish Self Service Jet A job. A nozzle screen has been ordered from Perry Maintenance for the self service hose.
3. Michiana Contracting has still to come out to fill in the ruts made from replacing the beacon. I have held their retain-age until they come and fill them. The claim is made out and ready to be paid as soon as the work is done.
4. Lakeshore Landscaping has planted the flowers around the entrance to the terminal building.
5. The flag pole light has been installed and is working great.
6. Waiting on Carpet Town to let me know when they will be out to install the new carpeting.

**Old Business: None**

**New Business:**

1. **Contract for BOAC attorney:** Same terms and conditions of prior contracts, including same hourly rate. **Motion to accept:** Greg Poulin **Second:** Mike Shebel **Motion Approved.**
2. **James Maroney Land Lease:** James Maroney has purchased the hangar at location A5-8. He is requesting a new land lease for the storage of an aircraft. The land lease with the former tenant will be terminated. **Motion to approve:** Kirk Hunter **Second:** David Miller **Motion Approved.**

**Claims Docket:**           **Amount:** \$40,804.37  
**Motion:** David Miller **Second:** Mike Shebel **Motion Approved.**

**Correspondence: None**

**Public Comment: None**

**Adjournment:** There being no further business, the meeting was adjourned at 6:40 P.M. **Motion:** David Miller **Second:** Mike Shebel **Motion Approved.**