

**Minutes of the July 13, 2010 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: Tom Ringo, Paul Sammann, Greg Poulin and David Miller. **A quorum was present.**

Members Absent:

Others Present: Jessica Ward- Airport Manager, Karla Price- RW Armstrong, Dan Verma, Pete Livas

Minutes: The minutes of the June 8, regular monthly meeting were read with no corrections noted. **Motion to approve:** Greg Poulin **Second:** Paul Sammann **Motion Approved.**

Reports:

Finance: The June 2010 operations and financial reports were summarized by Jessica Ward. Money will need to be transferred from our seasonal salaries account into our Overtime account to cover the rest of the holiday pay for this year and any overtime needed for plowing at the end of this year. Our Building Maintenance account was used to pay Syn-Tech Systems \$1005.00 for the PCI compliance upgrade to our self service pump. Lastly, the preliminary 2011 airport budget has been submitted to the controller's office for review on June 30.

Fuel Sales: We were down 37% overall in Jet A sales and up 16% overall in avgas sales from June 2009. Our self service fuel sales were down 14% from June 2009. Our transient avgas sales were down for the month by 258 gallons and our transient jet A sales were down 247 gallons from June of last year. Our based Avgas sales were up 180 gallons from June last year while our based jet A sales were down 1200 gallons. Our low based Jet A sales are because FSI sold their Cessna Mustang a few months ago and bought a Cessna CJ2+ which they haven't received yet.

We continue to have the lowest Jet A fuel price at \$3.35 and our Avgas price is competitive at \$4.35.

Airport Manager:

1. **Pancake Breakfast:** The pancake breakfast was this past Sunday. We had a ramp full of aircraft by 8:30 am and they were already parking them on the grass strip. 760 tickets were sold and 48 plane rides given.
2. **Jet A Fuel Load:** We just received a 5000 gallon load of Jet A this past week.
3. **Avgas Fuel Load:** We just received a 6000 gallon load of Avgas this past week.
4. **Airport Inspection:** Adam Fackler came down to inspect our airport this past month. The airport is in complete compliance, including all the trees.
5. **Hot Dogs for Oshkosh Week:** I looked into renting a hotdog warmer for Oshkosh week. The cost will be \$45.20 for a weekend or \$135.60 for the week. I would really like to offer a complimentary hot dog with fuel purchase during that week. I have a flyer that I will be sending out to about 50 airports up in Michigan and east through Pennsylvania to advertise our last stop for cheap fuel prices before Oshkosh.

6. **Tenant Appreciation Cookout:** The tenant appreciation cookout will be Saturday, August 14 this year from 12 to 2 pm. We will have hamburgers and hotdogs, condiments and drinks, as in the past couple of years and tenants are welcome to bring a dish to pass.
7. **Additional Appropriation for AWOS, Wildlife Assessment and Beacon:** First reading was at last council meeting and formal public hearing will be at the next Council meeting on July 20, 2010.

Airport Development:

1. **North End Tree Maintenance Plan:** Karla sent a draft scope last week to the FAA. They will review and comment. RWA will sit down with them to finish the scope. An EA and FONSI will be needed for the plan. FAA has approved using AIP 12 funds for this project.
2. **Wildlife Assessment:** RWA contract approval contingent upon City Council appropriation approval: **Motion:** Greg Poulin **Second:** Paul Sammann **Motion Approved.**
3. **Obstruction Removal & Obstruction Lights:** RWA contract approval contingent upon grant offer from the FAA and State grant match: **Motion:** David Miller **Second:** Greg Poulin **Motion Approved.**
4. **AWOS:** RWA contract approval contingent upon City Council appropriation approval: **Motion:** Paul Sammann **Second:** David Miller **Motion Approved.**
5. **Replacement Beacon:** RWA contract approval contingent upon City Council appropriation approval: **Motion:** Paul Sammann **Second:** David Miller **Motion Approved.**
6. **AIP 14 Grant application submittal:** Submittal of an application for a 2010 grant to FAA and INDOT by RWA contingent upon receipt of bids for above Obstruction projects: **Motion:** Greg Poulin **Second:** Tom Ringo **Motion Approved.**

Old Business:

1. **Dan Verma- new hangar construction/ water & sewer interest:** Dan Verma voiced his interest in water and sewer at his hangar. Jessica will send out a letter to all tenants asking if there is other interest as well. Dan will continue to work on meeting conditions required before hangar construction.
2. **Pete Livas- residential windmill construction:** Still waiting for final approval from the FAA. Requested that we send a letter to the City Planning Department allowing permit for construction before approval from FAA. Karla will call Greg Sweeny at FAA and ask his opinion on this matter.

New Business: None

Claims Docket: **Amount:** \$4,044.44
Motion: Paul Sammann **Second:** Greg Poulin **Motion Approved.**

Public Comment:
None

Correspondence:

None

Adjournment:

There being no further business, the meeting was adjourned at 7:00 P.M.