

**Minutes of the July 14, 2016 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, Kirk Hunter. **A quorum was present.**

Members Absent: Doug Buell

Others Present: Jessica Ward- Airport Manager, Paul Schaffer- BF&S

Minutes:

1. The minutes of the June 9, regular monthly meeting, were emailed.

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

Reports:

Financial Reports- Summarized by Jessica Ward:

Account Balances: Our current account balances are in front of you. We are over our monthly projected budget in a couple of accounts, same from last month, which includes Building Supplies/Materials, Equipment Repair and Advertising. We use these accounts as needed so there is nothing to worry about there. I will still be transferring money into Water, Sewer, and Gas & Electric.

Fuel Sales: Overall, we sold 3,528 gallons of 100LL for a total of \$10,227.24 and 3,815.3 gallons of Jet A for a total of \$8,277.92 in June. We sold 970.1 gallons of self-service based 100LL, and 2,211.8 gallons of self-service transient 100LL last month. We also sold 546.3 gallons of self-service transient Jet A. We sold 106.5 gallons of full service based Avgas and 239.6 gallons of full service transient Avgas. We sold 1,006 gallons of full service based Jet A and 2,263 gallons of full service transient Jet A. Year to date we have sold 22,734.7 gallons of fuel for a total of \$58,695.40. Our self-service Avgas fuel price is \$0.36 less than Porter County and \$0.22 less than LaPorte and \$0.03 less than Knox. Our full service Avgas price is \$0.46 less than Porter County and \$0.27 less than La Porte. Our Jet A price is \$0.81 less than Porter County, \$0.56 less than La Porte, and \$0.36 less than Knox.

Airport Manager Report-Summarized by Jessica Ward:

Pancake Breakfast: The pancake breakfast is this Sunday from 7am to 12pm. We have plane rides and skydiving lined up for the event as well as the EDITH fire house for the kids. The police should be bringing their SWAT vehicles out as well. So far the weather is supposed to be decent, High of 81 degrees and partly cloudy with no chance of rain until after 2pm, but you never know, by Sunday they could be reporting a blizzard. I sent out the flyer by email to all the pilots that have put their email addresses on our check-in log at the counter. I offered a \$0.25 discount per gallon of fuel to anyone that gets fuel during our pancake breakfast. That will hopefully bring in a lot of transient traffic. The email went out to just over 200 transient pilots.

Oshkosh Specials: We are going to have free hotdogs, popcorn and water again this year for the week of Oshkosh. I will also be offering a discount on fuel for anyone going to and from Oshkosh that week.

Zoobilee Event: A couple of ladies from the zoo came out to the airport to check out our maintenance hangar for potential use for their Zoobilee fundraiser in April of next year. I sent pictures of the last fundraiser event that Family Advocates had here and they really like the space. They will be getting back to me on their decision as soon as they know.

Brush Hog Gear Box: The center gear box on the Brush Hog wore out from age. Central Maintenance said it wasn't able to be repaired so they ordered us a new one. The brush hog is 8 years old. It has two other gear boxes that get the same amount of wear so there is a possibility that we will have to replace the other two in time as well. We just picked the tractor back up yesterday.

Hustler Mower Issues: We have had more problems with both the new Hustler mowers. There is a module that keeps overheating and melting. This is the third time for one mower and the second time with the other. Kawasaki is supposed to finally have a permanent fix for the issue, which is a Kawasaki engine defect. Rudy let Rigg's know that we aren't going to keep paying for this same issue since we are at the end of our warranty and will have to trade them in if they keep having to go in for maintenance.

Airport Development- Summarized by Paul Shaffer:

1. **AIP 18-Fence Phase II:** Close out requested.
2. **AIP 19- Runway Protection Zone Study:** Nothing to report.
3. **AIP 20- Improve Runway 2 RSA/RPZ- Remove US 20 (CatEx & Design) Part A:** Grant application submitted to the FAA.

Old Business:

1. **DBE Plan Final Comments/Plan Approval:** A request for public comment was made at the meeting, in which no comments were received.

Motion to Approve DBE Plan: David Miller **Second:** Kirk Hunter **Motion Approved.**

New Business: None

Claims Docket: Amount: \$31,148.70

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

Correspondence: None

Public Comment: None

Adjournment: There being no further business, the meeting was adjourned at 6:20 pm.

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