

**Minutes of the July 20, 2017 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: Kirk Hunter, Doug Buell, T.Y. Okosun. **A quorum was present.**

Members Absent: Greg Poulin

Others Present: Jessica Ward- Airport Manager, Rudy Vega- Airport Foreman

Minutes:

1. The minutes of the June 15, regular monthly meeting, were emailed.

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

Reports:

Financial- Reported by Jessica Ward.

Account Balances: We have used 73% of our gas/electric account already. I am still waiting on information on how we can negotiate our rate for the rest of the year with NIPSCO.

Fuel Sales: Overall, we sold 4,247.5 gallons of 100LL for a total of \$15,814.72, 4,345.1 gallons of Jet A for a total of \$10,329.70 and 21.1 gallons of Swift Fuel for a total of \$78.91 in June. We sold 440.3 gallons of self-service based 100LL, 1833.6 gallons of self-service transient 100LL, 697.2 gallons of self-service based Jet A, 211.9 gallons of self-service transient Jet A and 21.1 gallons of transient self-service Swift Fuel last month. We sold 257.2 gallons of full service based Avgas and 1,716.4 gallons of full service transient Avgas. We sold 818 gallons of full service based Jet A and 2,618 gallons of full service transient Jet A. Year to date we have sold 24,142.4 gallons of fuel for a total of \$71,582.81. This is a 6% increase year to date over last year. Our self-service Avgas fuel price is \$0.23 less than Porter County and La Porte and \$0.01 more than Knox. Our full service Avgas price is \$0.28 less than Porter County and \$0.33 less than La Porte. Our self-service Jet A price is \$0.05 more than Knox and our full service Jet A price is \$0.33 less than Porter County and La Porte. Our Swift fuel prices is \$0.26 less than Laporte.

Airport Manager- Reported by Jessica Ward:

1. **Pancake Breakfast:** The fly-in pancake breakfast will be Sunday, July 23, from 7am to 12pm.
2. **Purchasing Policy:** The Board of Works has approved a purchasing policy for the City departments that don't have a board and the city attorney is requesting that the boards for other departments also approve the same or a similar policy. Bill Nelson has the city policy and I will be meeting with him to come up with a purchasing policy that works for the airport. This should be ready in the next couple of months.

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 currently have letters supporting 210 transient operations needing more than 5000' of runway. We have another 100

pending transient letters of commitment. We believe we can count on 200 operations from based aircraft. With those we believe we are currently sitting at 510 operations. We are awaiting the FY 2017 grant to continue on with the next steps of the road design.

- a. Approve FAA Partial Pay Request No. 4 on AIP 20 for Federal \$21,970.00, State \$976.47, Local \$1,465.41.

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

2. Hangar Development by Skydive Windy City Update:

- a. Still no occupancy permit. Troy is waiting for a gas meter to be installed. They had issues with the HVAC and plumbing inspection because the contractor needs to get registered and pull a permit.
- b. Troy had a geo-thermal heating/cooling system installed in the hangar but didn't ask for board approval to bury the tubing behind his hangar. Troy understands he may need to lease the land behind his hangar that contains the tubing and apologized for having it installed without permission on airport property. Kirk Hunter stated that appropriate board action regarding the geo-thermal installation would be discussed at a later board meeting.
- c. Troy also stated that August 19th and 20th he will be hosting specialty skydivers doing formations with parachutes. He requested they camp here on airport property for that weekend. The board approved they camp on the property directly west of the hangars. Jessica and Troy will agree to the terms and conditions.

- 3. UST Repair Update:** ATC discussed 3 different options for the BOAC to consider for UST Compliance solutions. Option 1: Replace the UST sumps with new sumps/piping and install at an increased elevation- 24 inch raise: \$95,000.00. Option 2: Clean to patch and repair the UST sumps: \$52,500.00. Option 3: Dewatering UST Cavity: \$67,000.00. The full replacement, option1, is the most comprehensive choice. Option 2 has the most risk of not fully stopping the flooding of the sumps over a long period of time. Option 3, dewatering the UST pit, can be managed by onsite personnel through a NPDES or municipal sewer permit. The continuous operation of the dewatering system warrants operation and maintenance efforts which may incur consistent man hours to keep the system operating and the longer the system operates the more likely component replacement such as pumps, filters, etc. will be needed. The board will discuss the options further at the next meeting.

Old Business:

1. **Hangar Inspection Checklist:** Bill Nelson is writing up a hangar inspection checklist that will go along with the Resolution Adopting Policy passed at the June meeting on use of hangars at the airport. This inspection checklist is not complete at this time. Jessica and Bill will be sitting down together to complete the checklist. Jessica has also reached out to City fire marshal for comment as well.

Motion to Table Discussion until Checklist is Complete: Doug Buell **Second:** Kirk Hunter.
Motion Approved.

New Business:

1. **Complaint & Petition from Indiana Paging Network Regarding Skydive Aircraft Taxiing:** The BOAC received a letter from Bill Eisele requesting that the BOAC instruct the operators of the skydiving company to avoid repeated taxiing by the hangars on taxiway B2 and change their taxi routing. The BOAC feels that the best resolution would come from a private meeting between the two parties. The board requested they try and work out a solution between themselves and then report back to the board. Bill Eisele then requested the BOAC appoint a mediator for the private discussion to which the BOAC appointed T.Y. Okosun.

Claims Docket: Amount: \$63,438.54

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

Correspondence: None

Public Comment: None

Adjournment: There being no further business, the meeting was adjourned at 7:35 pm.

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