

**Minutes of the August 10, 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: None

Others Present: Jessica Ward- Airport Manager, Karla Price- RW Armstrong

Minutes: The minutes of the July 13, regular monthly meeting were read with no corrections noted. **Motion to approve:** Greg Poulin **Second:** David Miller **Motion Approved.**

Reports:

Finance: The July 2010 operations and financial reports were summarized by Jessica Ward. Our seasonal account balance is being used to pay our new part time lineman 40 hours per week until the money is gone. These additional hours are giving him added time and experience learning our fuel invoicing system, fueling aircraft and mowing operations.

Fuel Sales: We were down 33% overall in Jet A sales and were even in avgas sales from July 2009. Our self service fuel sales were down 2% from July 2009. Our transient avgas sales were down for the month by 88 gallons and our transient Jet A sales were down 223 gallons from July of last year. Our based Avgas sales were up 35.5 gallons from July last year while our based jet A sales were down 1200 gallons. Luckily, Brian from FSI just got back with their new Cessna CJ2+ on August 2, so based Jet A fuel sales will be back to normal next month.

We continue to have the lowest Jet A fuel price at \$3.20 and our Avgas price is competitive at \$4.21.

Airport Manager:

1. **Hot Dogs for Oshkosh Week:** Our Oshkosh week transient 100LL fuel sales were 1,036 gallons which totaled \$4,361.56. We gave 96 hotdogs to fuel buying customers during Oshkosh Week.
2. **Tenant Appreciation Cookout:** The tenant appreciation cookout will be Saturday, August 14 from 11 am to 1 pm. We will have hamburgers, hotdogs, condiments and drinks. Tenants are welcome to bring a dish to pass.
3. **Airport tenant- derelict aircraft:** A particular tenant had received a letter in the mail from our attorney in February, 2009, instructing him to inform me of his arrangements for the removal of his derelict aircraft. He told me he was selling it to an interested party, but I have not heard anything further about it since March, 2009. He hasn't paid his monthly tie-down fee since July, 2009. My suggestion is to have Jeff Thorne send him another letter about his aircraft being derelict as well as one requesting payment for the past year of tie down fees that he owes. Also, Jeff may be able to amend his lease to a pre pay option only for next year. If he sells his aircraft within that year then we will give him a refund for the remaining months of tie-down fees. I have already spoken with Yvonne, the deputy controller for the city and she has reassured me that this is a possible option.

4. **Part time lineman:** Aaron Osenkarski has filled in the part time lineman position. This is his second week.
5. **Patching Cracks on Taxiway A-4:** There were two large cracks running perpendicular to taxiway A-4. The street department came out and patched them this past week but there seems to still be loose gravel in the area. Paul Sammann's suggestion was to ask the street department to use a blowtorch and melt down the patch and then roll it out again.
6. **AAI Conference:** This year the conference will be held in French Lick at the French Lick Springs Resort. It is Tuesday, October 12 through Friday, October 15. Charlie, from the central maintenance department, will have an extra Crown Victoria for me to drive so I don't have to take our only airport courtesy car. The BOAC meeting in October will be moved to October 5th due to the conflict with the conference.
7. **Additional Appropriation for AWOS, Wildlife Assessment and Beacon:** The appropriation was on third reading at the last council meeting. We received the appropriation with a vote of (9-0).

Airport Development:

1. **North End Tree Maintenance Plan:** Karla sent a draft scope last week to the FAA. RWA has not received comments back yet. An EA and FONSI will be needed for the plan. FAA has approved using AIP 12 funds for this project.
2. **Wildlife Assessment:** Council approved appropriation. Construction start date TBD.
3. **Obstruction Removal & Obstruction Lights:** Acceptance of new grant offer from the FAA for additional funds, if applicable **Motion:** David Miller **Second:** Greg Poulin **Motion Approved.** Authorization of any board member to sign new grant offer, if applicable: **Motion:** Paul Sammann **Second:** David Miller **Motion Approved.**
4. **AWOS:** Council approved appropriation. Construction start date TBD. FAA required annual maintenance will be approximately \$3,200.00. NADIN connection for the AWOS is \$1,200.00 per year. This connection will allow the FAA and internet users access to the weather data. This will be set up through the AWOS manufacturer once installation has begun.
5. **Replacement Beacon:** Council approved appropriation. Construction start date TBD.

Old Business:

1. **Dan Verma- new hangar construction/ water & sewer interest:** Dan's plans have already been submitted to Indianapolis and he hopes to start construction in 2 weeks. As soon as the airport manager receives an estimate for water at the hangars a letter will be sent to tenants asking for initial interest.
2. **Pete Livas- residential windmill construction:** Construction has been approved by the FAA. The airport manager sent a letter to the City Planning Department stating the BOAC has no issues with installation as specified.

New Business: None

Claims Docket: **Amount:** \$44,836.51

Motion: Paul Sammann **Second:** Greg Poulin **Motion Approved.**

Public Comment:

Karla stated that the FAA announced the selection of Susan M. Schalk as the Great Lakes Airports Division Manager.

Correspondence:

An airport feedback form was submitted by Drew Gillett on Tuesday, August 3, 2010, which stated:

Just saw the July 6 General Aviation news article on you. I want to thank you for your pilot approach to managing, particularly your concern for the needs of transient pilots. I wish that all airport managers had your positive attitude. On a particular note both klcj laconia (non towered) and kmht (class c) recently were successful in extending their runways into wetlands by providing offsetting wetlands. You might wish to speak to them about how they did it. (You could enlighten them with regard to helping transients as a fair trade.) Good luck.

Adjournment:

There being no further business, the meeting was adjourned at 6:43 P.M.