

**Minutes of the August 20, 2015 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, Doug Buell, and Kirk Hunter. **A quorum was present.**

Members Absent: None

Others Present: Jessica Ward- Airport Manager, Paul Schaffer- BF&S, Bill Nelson- BOAC Attorney, Joe Doyle- Council Liaison

Minutes: The minutes of the July 9, regular monthly meeting, were emailed.

Motion to approve: Doug Buell **Second:** Greg Poulin **Motion Approved.**
The minutes of the July 29, special meeting were emailed.

Motion to approve: Doug Buell **Second:** Greg Poulin. **Motion Approved.**

Reports:

The July financial reports were summarized by Jessica Ward.

Account Balances: Our current account balances are in front of you. We just received 500 gallons of diesel and are now over our projected budget. If we need to get another load by the end of this year I will have to transfer money into that account. We are over our projected monthly budget in advertising. I just paid for our annual listing on AirNav.com and bought new envelopes with our airport logo on them. I don't believe we will need to transfer any more money into this account by the end of the year. We only have enough money in our electric/gas account for one more month of NIPSCO. I will then be transferring money into this account. We are still looking good in our aviation fuel account. Our self-service fuel pump and motor that was replaced will most likely need to come out of our airport projects account because we won't have the money in our operating budget for that invoice.

Fuel Sales: Overall, we sold 9,955.4 gallons of 100LL for a total of \$43,685.38 and 4,783.4 gallons of Jet A for a total of \$13,532.95, in July. We sold 1,512.6 gallons of self-service based 100LL, 595.3 gallons of which came from Sky Sports, INC for a total of \$2,421.47 and 5,471.1 gallons of self-service transient 100LL last month. We sold 264.3 gallons of self-service transient Jet A as well. We sold 726.9 gallons of full service based Avgas and 2,244.8 gallons of full service transient Avgas. We sold 2,179 gallons of full service based Jet A and 2,340 gallons of full service transient Jet A. Year to date we have sold 44,465.5 gallons of fuel for a total of \$151,512.62, which puts us at a 17% increase in gallons sold year to date over last year. Our self-service Avgas fuel price is \$0.18 less than Porter County and \$0.24 more than Knox. Our full service Avgas price is \$0.28 less than Porter County and \$0.23 less than La Porte. Our Jet A price is \$1.28 less than Porter County, \$0.97 less than La Porte, and \$0.04 more than Knox.

Airport Manager:

1. **Oshkosh Week Specials:** During the week of Oshkosh from Sunday, July 19 through Sunday, July 26 we gave transient pilots a \$0.35 discount on full service fuel if they told us they were heading to or from Oshkosh. We also gave free hotdogs and bottled water with fuel purchase. During the week of Oshkosh we sold 2,763 gallons of transient self-service avgas to 95 planes and 954 gallons of transient full service avgas to 26 planes.
2. **Fence Repair:** There are two sections of the fence that need repaired. One section is on the north end of the airport and was damaged from a tree falling on it. The tree has been removed from the fence

and we will make that repair in house. The second repair is on the new fence that is still under warranty. We can't figure out how that was damaged. It looks like something came down on the top of the fence, possibly from an animal trying to jump it. But there is no damage on the lower section of the fence.

Airport Development:

- 1. AIP 18- Wildlife Fence Phase 2:** The punch list is complete. The contractor will return for the final mowing in the fall. The 1 year warranty inspection will be scheduled for June, 2016. The marker balls that will be placed on the fence at the approach end of RWY 02 have been ordered and should arrive at the airport soon.
- 2. Runway Protection Zone Study/North End Tree Trimming:** Grant is now pending.
- 3. AW Solutions Proposed Communications Tower Notice:** An airspace check on 2 towers were done for AW Solution. There are no airspace impacts to MGC from either tower.

Old Business: None

New Business:

- 1. Asset Purchase Agreement w/ Pall Filter Specialists for Hangar A5-1:** Bill Nelson addressed the board regarding the asset purchase agreement and resolution that were prepared for Hangar A5-1 that the board exercised its right of first refusal at the special meeting held on July 29, 2015 to purchase. **Motion to Adopt Resolution 2015-08-01:** Kirk Hunter **Second:** Doug Buell **Motion Approved**
- 2. Asset Purchase Agreement w/ PAW Aviation, LLC for Hangar A5-1: Motion to Table until the September 10, 2015 meeting:** Doug Buell **Second:** David Miller **Motion Approved.**

Claims Docket: Amount: \$55,263.01

Motion: Doug Buell **Second:** Kirk Hunter **Motion Approved.**

Correspondence: None

Public Comment: Joe Doyle spoke about the circus coming to Washington Park on August 24, 2015 as well as the upcoming Labor Dayz Festival from September 4-7, 2015.

Adjournment: There being no further business, the meeting was adjourned at 6:33 pm.

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