

**Minutes of the September 11, 2014 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, Doug Buell. **A quorum was present.**

Members Absent: None

Others Present: Jessica Ward- Airport Manager, Paul Schaffer- BF&S, Jeff Thorne- BOAC Attorney

Minutes: The minutes of the August 14, regular monthly meeting, were emailed.

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

Reports:

The August financial reports were summarized by Jessica Ward.

Account Balances: Our current account balances are in front of you. As you can see not much has changed from last month except in the last set of accounts. I just received the NIPSCO bill. It was \$761.81 and we currently only have \$298.44 in our gas/electric account. I will send over a transfer request tomorrow so this bill can be paid. I stated last month that I was hoping that we wouldn't spend much more in our equipment repair account for the remainder of the year but it doesn't look like we will be that lucky. Because this is the year that the Hustlers need trading in, it seems like every time we get on one, something breaks. First it was the belt on Larry's mower. Then the blade bolt snapped off and we needed a new spindle assembly and right front wheel bearings. Then all 5 lug nuts on Rudy's left rear tire all were loose and the wheel almost came off. So we need to replace that rim. \$640 later, we are ready to go again. We also had the 50 and 100 hour service on the Kubota RTV which was \$384.40, The Jet A truck was also serviced which was \$465. So just last month we spent \$1,295.10 from our equipment repair account. I may need to transfer money from our second set of accounts to our third set to pay the remainder of the year's NIPSCO and legal bills. We have used just shy of 67% of our operating budget so far which leaves us under our total projected budget so far this year.

Fuel Sales Overall, we sold 3460.9 gallons of 100LL for a total of \$20,038.21 and 3562 gallons of Jet A for a total of \$14,175.00 in August. Avgas gallons were down 27% from July last year while Jet A gallons were down 52% from August last year. We sold 316.4 gallons of self-service based 100LL, and 2449.6 gallons of self-service transient 100LL last month. We sold 346.6 gallons of full service based 100LL and 348.3 gallons of full service transient Avgas. We sold 856 gallons of full service based Jet A and 2706 gallons of full service transient Jet A. Year to date we have sold 44,857.8 gallons of fuel for a total of \$191,657.46, which is 5 percent lower than 2013. Our self-service Avgas fuel price is \$0.20 less than Porter County and \$0.14 more than Knox. Our full service Avgas price is \$0.30 less than Porter County and \$0.29 less than La Porte. Our Jet A price is \$0.74 less than Porter County, \$0.73 less than La Porte, and \$0.04 more than Knox.

Airport Manager:

- 1. Snow Removal Equipment:** I have been looking into different options for possibly purchasing an additional piece of equipment for snow removal. I have an estimate already for a Skid Steer with a bucket, blower and broom attachment but after hearing an opinion of a manager at another airport, it looks like that wouldn't be a good route to take. I have requested another estimate for a New Holland with a PTO in the front and a quick connect as well. That way we could use both the blade and blower on the front of that. We would trade in our New Holland we have now.

2. **Mower Trade-Ins:** We will need to trade in two of our Hustlers at the end of this season. Our third Hustler has roughly half the hours as the other two so we will keep that one for next season. Doug Buell requested I look into possibly switching from Hustler to Gravelly models.

Airport Development:

1. **AIP 15- Terminal Layout for ALP:** BF&S and Michael Brown- planner for the FAA, have been working out final details for the terminal layout.
2. **AIP 17- Wildlife Fence:** Substantial completion was obtained on 8/8/14. Final walk through took place on 8/19/14. There was discussion about liquidated damages.
3. **Wildlife Fence Phase 2:** We are still awaiting a grant for phase 2 of the wildlife fence. As of 9/8/14 Azra has indicated that the project base bid and alternates can be funded with state apportionment funds.
 - a) Approval for the Board President or his designee and Airport Attorney to execute the AIP-18 grant when we receive it from the FAA.

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

Old Business:

1. **Leaking Tank Sump Repair:** Still waiting on other estimates.

New Business: None

Claims Docket: Amount: \$9,368.45

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

Correspondence:

1. Letter from Pall Corporation
2. Proposal from Skydive Greater for 2015 season. There was discussion about sending out a RFQ for a Skydiving Operator for the 2015 season.

Public Comment: Paul Schaffer reminded the board that the AAI Annual Conference is October 14-17.

Adjournment: There being no further business, the meeting was adjourned at 6:40 pm.

Motion: David Miller **Second:** Doug Buell **Motion Approved.**