

**Minutes of the September 12, 2013 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order at 6:06 PM in the terminal building at the airport.

Members Present: Greg Poulin, David Miller, and Kirk Hunter. **A quorum was present.**

Members Absent: Mike Shebel

Others Present: Paul Shaffer- BF&S, Jim Fogus- Skydive Horizonz

Minutes: The minutes of the August 8, regular monthly meeting, were emailed.

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

Manager Reports:

The August financial reports were summarized by Jessica Ward.

Account Balances Our account balances are looking great at this point in the year. We are still waiting on the controller's office to advise departments how they would like us to correct our sewer accounts so this account still has a negative balance. I added our local match for AIP 17 which we just received yesterday in the mail, which leaves a balance of \$61,499.76.

Fuel Sales: Overall, we sold 4,738.2 gallons of 100LL for a total of \$26,036.57 and 7,530.56 gallons of Jet A for a total of \$34,163.79 in August. We sold 998.7 gallons of self service based 100LL, and 2,557.6 gallons of self service transient 100LL for a total of 3,556.3 gallons of self service Avgas. We also sold 1,004.9 gallons of self service based Jet A and 125.7 gallons of self service transient Jet A for a total of 1,130.6 gallons of self service Jet A. We sold 554.3 gallons of full service based 100LL and 627.6 gallons of full service transient Avgas. We sold 4,271 gallons of full service based Jet A and 2,129 gallons of full service transient Jet A. Year to date we have sold 47,204.4 gallons of fuel for a total of \$208,822.96 which in gallons is 4% less than what was sold through August last year. Our self service Avgas fuel price is \$0.13 less than Porter County and \$0.08 more than Knox. Our full service Avgas price is \$0.23 less than Porter County and \$0.22 less than LaPorte. Our Jet A price is \$0.78 less than Porter County, \$0.77 less than LaPorte, and the same as Knox.

Airport Manager

- 1. Fuel Recovery Tanks:** The fuel recovery tanks are fully installed and working well. We have recovered about 10 gallons of fuel so far using the tanks this past couple of weeks.
- 2. 75 ft Jet A Self Service Hose:** I asked Perry Maintenance to install a 75 ft hose on the self service Jet A pump. We had a transient pilot try to use self service Jet A afterhours but the 50 ft hose wouldn't reach his other wing. They have ordered the hose and will be out to install it when it comes in.
- 3. Young Eagles:** The next Young Eagles event will be September 21 here at the airport.
- 4. IDEM Underground Tank Inspection:** A gentleman from IDEM was here last week to inspect our underground tanks. He asked me to check on two Petrovend alarms that we currently had to make sure that there wasn't a problem with the tanks. I called Northern Indiana Mechanical and they came out, checked the sensors, cleaned them off and said we will keep getting the alarm because of the high water table. They come out and clean the sensors annually.
- 5. Taxiway Lights:** We still have the 5 bins of used taxiway lights that the board purchased in 2008 that I would like to scrap. We have taken all the parts off the lights that are compatible with our lights and have no use for the rest. Paul Shaffer brought up an interesting point that he has heard of some EAA chapters using old taxiway lights to make little lamps for

fundraising. David Miller will check with our local EAA chapter to see if there is interest in this kind of project.

- 6. New Grounding Cables/New Chocks/New Tie-Downs:** We changed out the grounding cables on the two trucks and at the avgas self service pump. We also bought new tie-down ropes and are in the process of making new chocks.

Airport Development:

- 1. AIP 15 Terminal Layout for ALP:** Still waiting to receive a determination letter on the airspace.
- 2. AIP 16 Project Closeout:** We are still waiting for the close out paperwork from Rieth Riley.
- 3. BF&S Report:**
 - a. Grant Application:** We received our grant for the wildlife fence project yesterday. It has been signed and sent back. We will have a meeting with the contractor in the near future to work out the details necessary to execute the construction contract with them.
 - b. Meeting with Tonn and Blank:** The meeting with Tonn and Blank on August 19th to discuss the development near the airport went well. Tonn and Blank requested the airport provide some development guidelines for their site to ensure future development compatibility. At the airport's direction BF&S will prepare the development guidelines. BF&S estimates that it will take roughly 5 days of an airport technician's time and 1 day of an engineer's time. They propose doing it on a straight hourly basis not to exceed \$5,000.00. **Motion to Approve:** Greg Poulin **Second:** Kirk Hunter **Motion Approved.**
 - c. Meeting with new FAA Program Manager:** Our new FAA Program Manager, Azra Hussein visited the airport on September 11, at 7am, to discuss the airport's CIP and see the airport first hand. Paul Shaffer and Jessica Ward attended the meeting, which went well.

Old Business:

- 1. Airport Minimum Standards Update:** A draft copy of the airport minimum standards for commercial airport activity was emailed to the committee and we will be getting together for discussion next month.
- 2. Dunes Lodge FOP #75 Corn-hole Tournament:** The tournament won't be held at the airport. The insurance cost was too high.

New Business:

- 3. BOAC October Meeting Schedule Change:** Greg Poulin requested that the October BOAC meeting be held on the first Thursday of the month at 6:00 pm, due to a conflict with the AAI Conference. **Motion to Approve:** Kirk Hunter **Second:** David Miller **Motion Approved.**

Claims Docket: **Amount:** \$130,702.45
Motion: Kirk Hunter **Second:** David Miller **Motion Approved.**

Correspondence: We received a letter from Daytona Jets/WHM Motorsports thanking Jessica for help with their suitcase return. We also received a letter from a transient pilot thanking airport staff for helping him with his hotel arrangements. He also commented that Michigan City obviously has planned and supports a well maintained airport.

Public Comment: Jim Fogus spoke about fall operations for Skydive Horizonz.

Adjournment: There being no further business, the meeting was adjourned at 6:53 P.M.
Motion: Greg Poulin **Second:** Kirk Hunter **Motion Approved.**