

**Minutes of the October 3, 2013 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, and Kirk Hunter. **A quorum was present.**

Members Absent: Mike Shebel

Others Present: Jessica Ward-Airport Manager, Paul Shaffer- BF&S, Joe Doyle- Council Liaison, Jim Fogus- Skydive Horizonz

Minutes: The minutes of the September 12, regular monthly meeting, were emailed.

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

Manager Reports:

The September financial reports were summarized by Jessica Ward.

Account Balances: The end of September account balances look great. We moved money around to get our sewer account in order through the rest of the year. If I need to make any more account transfers before the end of the year they should be minimal. \$750 was transferred from building repair and \$750 was transferred from equipment repair to correct the sewer account. Our aviation fuel account looks good at this point of the year as well. The last couple of years at this time we had to ask the council to transfer money into it, but this year we should be okay. We have \$61,499.76 left after our AIP local match, but we will need to pay locally for the vinyl coated fence by the terminal building as well as more tree clearing and the development guidelines for Tonn & Blank for their site south of the airport that was approved at the last BOAC meeting.

Fuel Sales: Overall, we sold 2701.2 gallons of 100LL for a total of \$15,231.88 and 3,526 gallons of Jet A for a total of \$15,419.71 in September. We sold 317.7 gallons of self service based 100LL, and 1,498.1 gallons of self service transient 100LL for a total of 1,815.8 gallons of self service Avgas. We sold 343.2 gallons of full service based 100LL and 542.2 gallons of full service transient Avgas. We sold 1,288 gallons of full service based Jet A and 2,238 gallons of full service transient Jet A. Year to date we have sold 53,431.6 gallons of fuel for a total of \$239,474.55 which is only 19 gallons less than what was sold through September 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. AAAE Conference: I have to be at Midway Airport at 4:30am on Saturday, October 19 for the AAAE Essentials of Airport Business Management workshop. I will be returning on Monday, October 21 at 7:30 pm at Midway airport. I am really looking forward to this workshop.

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. AIP 17 Fence Project:** We received the wildlife fence grant. We had a meeting with the contractor on September 24th to work out the details necessary to execute the construction contract with them. Once we have reached an agreement with Future Fence we anticipate 40

days for materials to be onsite and 50 days of construction. Estimated completion date, with no weather delays, is March 1, 2014.

4. BF&S Report:

- a. BF&S has begun the development guidelines for the Tonn & Blank site just south of the airport to ensure future development compatibility.
- b. Our AAI CIP meeting will be Friday, October 11, 2013 from 9:30 to 11:15 am CST at Swan Lake.

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 this month.

New Business: None

Claims Docket: **Amount:** \$28,936.38
Motion: David Miller **Second:** Kirk Hunter **Motion Approved.**

Correspondence: We received a letter from Marci Kilpatrick regarding the operation at Skydive Horizonz. Skydive Horizonz has received a copy of the letter, which we ask to be addressed.

Public Comment: Jim Fogus spoke about fall operations for Skydive Horizonz. Joe Doyle reminded us about Oktoberfest on October 12 & 13 down at the Senior Center.

Adjournment: There being no further business, the meeting was adjourned at 6:34 P.M.
Motion: David Miller **Second:** Kirk Hunter **Motion Approved.**