

**Minutes of the October 13, 2016 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, Doug Buell, Kirk Hunter. **A quorum was present.**

Members Absent: David Miller

Others Present: Jessica Ward- Airport Manager, Paul Schaffer- BF&S

Minutes:

1. The minutes of the September 8, regular monthly meeting, were emailed.

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

Reports:

Financial Reports- Summarized by Jessica Ward:

Account Balances: We are over our monthly projected budget in a couple of accounts, which include, Building Supplies/Materials, Equipment Supplies/Materials, Building Repair and Contractual Services. I took the Tri-Star Garage invoice for the hangar door repair for a total of \$2,490.00 out of contractual services which pushed us over our monthly projected budget there. We have two more months so I have full faith that we will not need to request transfers from the council between accounts.

Fuel Sales: Overall, we sold 4,002.9 gallons of 100LL for a total of \$16,859.82 and 4,653.1 gallons of Jet A for a total of \$10,715.29 in September. We sold 1,169.4 gallons of self-service based 100LL, and 2,079 gallons of self-service transient 100LL last month. We also sold 469.1 gallons of self-service transient Jet A. We sold 238.9 gallons of full service based Avgas and 515.6 gallons of full service transient Avgas. We sold 1,028 gallons of full service based Jet A and 3,146 gallons of full service transient Jet A. Year to date we have sold 51,901.2 gallons of fuel for a total of \$155,434.67. Our self-service Avgas fuel price is \$0.36 less than Porter County and \$0.22 less than LaPorte and \$0.12 less than Knox. Our full service Avgas price is \$0.46 less than Porter County and \$0.27 less than La Porte. Our Jet A price is \$0.45 less than Porter County, \$0.20 less than La Porte, and \$0.17 more than Knox.

Airport Manager Report-Summarized by Jessica Ward:

AI Conference: The AI Conference was this week at Blue Chip Casino. There was a great turn out and great feedback about the venue.

AWOS Repair: Our wind indicator on the AWOS has finally been repaired, as it was on back order for over a month. It has been working perfect the last two weeks.

IDEM Underground Storage Tank Inspection: We just had our IDEM Underground Storage Tank Inspection. I was requested to complete an operator training course within 30 days. The inspector's printer wasn't working so we will snail mail me the results of the inspection.

Airport Development- Summarized by Paul Shaffer:

1. **AIP 19- Runway Protection Zone Study/North End Tree Trimming:** We are in the process of closing this grant.
2. **AIP 20- Improve Runway 2 RSA/RPZ- Remove US 20 (CatEx & Design) Part A:** The FAA issued a grant. We need to start on Work Order No, 9. This will fund roughly 1/3 of the work order.

The balance will come in FY 2017. The INDOT meeting on September 15th went fine. INDOT was surprised with a changed letting date from 2018 to 2017. We will be asking FAA to accelerate a whole year, although not likely. We will be asking INDOT to allow a phased rehabilitation approach. We are still waiting on Visclosky's support letter.

- a. Authorize the FAA AIP-20 Partial Pay Request No. 1, Federal Share: \$37,135.00, State Share Waiting PO, Local Share: \$4,126.16. **Motion to Approve:** Kirk Hunter **Second:** Doug Buell **Motion Approved.**
- b. Sign BF&S Work Order No. 9: **Motion to Approve:** Doug Buell **Second:** Kirk Hunter **Motion Approved.**
3. **Ditch Culvert Installation:** Contractors have been too busy to get quotes on this small of a job. Reith Riley suggested calling back in November.
4. **CIP Meeting:** Our CIP meeting at the AI annual conference is scheduled for Thursday, October 13 from 2pm to 2:45pm.

Old Business: None

New Business:

1. **Sky Sports, INC Building Concept Approval:** There was discussion on the building. Troy requested the board pay for the turn-around off the taxiway and his apron leading to the hangar since he is putting a hangar door on the building which wasn't in his original plans. The board said they would consider it. **Motion to Approve the Building Concept:** Kirk Hunter **Second:** Doug Buell **Motion Approved.**

Claims Docket: Amount: \$19,057.35

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

Correspondence: None

Public Comment: None

Adjournment: There being no further business, the meeting was adjourned at 6:55 pm.

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