

**Minutes of the November 10, 2009 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order at 6:02 PM in the terminal building at the airport.

Members Present: Tom Ringo, Paul Sammann, David Miller, Greg Poulin. **A quorum was present.**

Members Absent: None

Others Present: Jessica Groff- Airport Manager, Joe Doyle- Council Liaison

Minutes: The minutes of the October 20, regular monthly meeting were read with no corrections noted. **Motion to approve:** Greg Poulin **Second:** Paul Sammann **Motion Approved.**

Reports:

Finance: The October 2009 operations and financial reports were summarized by Jessica Groff. The majority of the fund transfers between our accounts are completed. The most recent was a transfer of \$350.00 from our Travel Expenses account to our Advertising account to pay for our LaPorte County Visitor's Guide listing for next year. The only other accounts I foresee a need for additional funds transferred are our Overtime and Electric/Gas accounts. I will be making a list of purchase orders here in the next week that I will need before closing out the budget for this year.

Fuel Sales: We were down less than 1% overall in Jet A sales and down 26% overall in Avgas sales compared to October, 2008. Weather was the major factor in the loss of sales. We received a lot of rain and also had the runway closed for a week for construction last month. Our based Avgas sales were down 426 gallons from October last year while our based Jet A sales were down 285 gallons. Our transient Avgas sales were down for the month by 160 gallons, while our transient Jet A sales were up 263 gallons.

We had great self service fuel sales again last month. We sold 899.4 gallons of Avgas, for a total of \$2,083.86. We still have the lowest fuel prices in the area with our Jet A fuel price at \$3.10 and Avgas price at \$3.76.

Airport Manager:

1. Falcon 900: We had a 21 seat Falcon 900 land at the airport on the 29th of October. The pilot only needs 2600 ft. of runway to make a safe landing. It was a very exciting sight for some based pilots, Tom Ringo, Adam Fackler (INDOT Chief Airport Inspector), and our airport staff. Besides the trees on the north end and our PAPI's being off the pilots enjoyed their experience at Michigan City Airport.
2. Trip to Plymouth Airport: Larry and I took a trip to Plymouth airport this past Monday to visit with the airport manager, Ron Ritter. We took a look at Plymouth's Jet A self service set up because they have one hose with 2 nozzles that interchange for over wing and single point re-fueling. We currently use Perry Maintenance out of Gary for our servicing our pumps. They aren't able to do the work needed to use interchangeable nozzles. I have the contact for the company that services Plymouth's equipment.
3. Local Airport Survey: Larry, airport foreman, called around to 11 other local airports to find out which airports have call out fees and tie down fees at their locations. No airport had a tie down fee while 50% had call out fees. The call out fee ranged from \$25 to \$75 and some airports kept the fee while paying

overtime to the employee that was called out, while other airports gave the fee right to the employee that was called out.

4. Chili Cook-off: I sent in our registration for the City's annual chili cook-off this past week. The proceeds this year are going to the American Red Cross. We are teaming up with Emergency Management for the cook-off. The cook-off is December 5 at 4 pm.

Airport Development:

1. Tree Obstructions: Tom Ringo will be meeting with the property owner on the south end for scheduling the tree removal as soon as the ground freezes. RW Armstrong will be here next week for some environmental studies. We are still waiting on the CATEX for the removal of the rest of the problem trees on the north end of the runway.
2. Runway Project: 96% of the project is complete. Rieth Riley will be addressing some of the concerns the airport manager has with the project in the next week.
3. INDOT Inspection #2: Adam Fackler, Chief Airport Inspector with INDOT, was here a couple of weeks ago to re-assess the tree situation on the north end. With the first tree removal project on the north end of the runway complete we have passed the inspection.

Old Business:

None

New Business:

Tim Frame, Port Authority, called Tom Ringo to ask if it was possible to dump remnants from a dredging project on airport property. Tom was hesitant to allow this and conferred with our airport consultant that with all of the environmental problems we currently already have that this wasn't a good idea.

Claims Docket: Amount: \$3,164.75

Motion: Greg Poulin **Second:** Paul Sammann **Motion Approved.**

Public Comment:

None

Correspondence:

The Indiana Dunes chapter of the Ninety Nines, INC sent a thank you letter to the airport manager for arranging for their local chapter to host their 26th annual proficiency air rally here at Michigan City Airport.

Adjournment: There being no further business, the meeting was adjourned at 6:36 P.M.