

**Minutes of the December 11, 2014 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order at 5:00 PM in the terminal building at the airport.

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

Members Absent: Doug Buell

Others Present: Jessica Ward- Airport Manager, Paul Schaffer- BF&S, Joe Doyle- Council Liaison

Minutes:

1. The minutes of the November 13, regular monthly meeting, were emailed.

Motion to approve: David Miller **Second:** Greg Poulin **Motion Approved.**

Reports:

The November financial reports were summarized by Jessica Ward.

Account Balances: Our current account balances are in front of you. All minor and major transfer requests were due last Friday. All year end claims are due by December 19. Again this year, there will be no encumbrances for operating budgets. Altogether we have spent 91% of our budget which will be closer to 100% once final payrolls and final invoices get paid. In our aviation fuel account we have spent 87% of our budget. I ordered a full load of Jet A which came today. We won't need to order Avgas until next year. We only have the remainder of our local match for our AIP 17 grant in our capital improvements account.

Fuel Sales: Overall, we sold 1053.5 gallons of 100LL for a total of \$5,049.60 and 2299 gallons of Jet A for a total of \$8,014.01 in November. We sold 212.8 gallons of self-service based 100LL, and 660.7 gallons of self-service transient 100LL last month. We sold 93.3 gallons of full service based 100LL and 86.7 gallons of full service transient Avgas. We sold 687 gallons of full service based Jet A and 1612 gallons of full service transient Jet A. Year to date we have sold 57,688.9 gallons of fuel for a total of \$249,912.89. Our self-service Avgas fuel price is \$0.35 less than Porter County and \$0.06 more than Knox. Our full service Avgas price is \$0.45 less than Porter County and \$0.44 less than La Porte. Our Jet A price is \$1.34 less than Porter County, \$1.33 less than La Porte, and \$0.56 less than Knox.

Airport Manager:

1. **Storm Water Testing:** Larry and I took the annual storm water samples for our SWPPP plan for testing and sent them in to Test America this past month. We have 1 more year to do the testing per our SWPPP plan requirements for the current submitted NOI letter.
2. **Blade for Bi-Directional Tractor:** We should be receiving the new blade for the bi-directional tractor within the next couple of weeks. They will take the old New Holland when they drop off the new blade.
3. **Legislative Luncheon:** The luncheon went well. David Miller and I discussed our upcoming RPZ study, our current fence project and our new piece of snow equipment. I told the legislators that we would appreciate legislative support for our upcoming project, if requested. Jim Arnold and Tom Dermody attended.

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:** Holding \$46,000 in retainage until the wage rate issue is resolved.
3. **AIP 18- Wildlife Fence Phase 2:** Anticipated start date will be in March.
4. **2015-2020 CIP:** There was some discussion about the drafted CIP document. **Motion to approve the CIP as drafted and submit to the FAA:** Greg Poulin **Second:** Kirk Hunter **Motion Approved.**

Old Business: None

New Business:

1. **Skydive Greater- 2015 Operation Request:** Much was discussed about the potential 2015 skydive operation. Final details will be worked out before the next board meeting.

Claims Docket: Amount: \$84,007.16

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

Correspondence: None

Public Comment: Joe Doyle stated that the Summer Festival Committee would be happy to advertise and support the skydive operation in 2015.

Adjournment: There being no further business, the meeting was adjourned at 5:40 pm.

Motion: Greg Poulin **Second:** David Miller **Motion Approved.**