Minutes of the May 9, 2019 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, T.Y. Okosun, Kirk Hunter. A quorum was present.
Members Absent: Jeff Bartlett
Others Present: Jessica Ward- Airport Manager, Paul Shaffer-BF&S, Gene Simmons- Council Liaison

Minutes:
The minutes of the April 18, regular monthly meeting, were emailed.
Motion to approve: Greg Poulin Second: T.Y. Okosun Motion Approved.

Reports:

Financial- Reported by Jessica Ward:

Account Balances: The only account we are over our projected budget in is gas/electric, which is expected to even itself out by the end of the year.

Fuel Sales: Overall, we sold 1,869.9 gallons of 100LL, 1,305.1 gallons of Jet A and 51.5 gallons of Swift Fuel in April.

Airport Manager- Reported by Jessica Ward:

1. Airport Pancake Breakfast- The FOP will be having a fly-in/drive in pancake breakfast here at the airport on Sunday, July 14, from 7am to 12pm.
2. Gazebo- Jessica requested to place a gazebo between the terminal building and the maintenance hangar. The gazebo would keep patrons that sit outside out of the sun. Jessica looked at options at the Amish Structures business across from Evergreen Plaza. They have a beautiful 10 x 12 x 7 oval gazebo built as a display that they will deliver to us for $4,600.00 which is $1,306.00 less than their normal built and delivered price of $5,906.00. Motion to Approve: T.Y. Okosun Second: Greg Poulin Motion Approved.

Airport Development- Reported by Paul Shaffer

1. Improve Runway 2 RSA/RPZ:
   a. Motion to Approve the Submittal of AIP-21 Partial Pay Request #4 for $9,170.00, Federal $8,253.50, INDOT $458.50, Local $458.50. Greg Poulin Second: T.Y. Okosun Motion Approved.
   b. Per Bobb Beachamp’s comments on the EA we are coordinating the EA document with USEPA. Follow up with the USEPA on 5/2/19 yielded no additional comments. Revised Draft EA was resubmitted to Bobb on 5/3/19.
   c. The Tonn and Blank purchase agreement went out to T&B on April 26, 2019. The offer was received positively. We are working through an acreage discrepancy between the tax records and the appraisal.
   d. The ALP is still in line for review by Gary Wilson with FAA.
   e. BF&S scheduled a meeting at the Chicago ADO to discuss the project status on May 9, 2019 at 11am CT.
   f. There will be a utility follow up meeting for all utilities at the airport on May 21, 2019.
   g. BF&S is working on an available hangar site exhibit for the airport and should have a draft by
2. **Skydive Windy City Chicago Update:** Last year they finished the year with about 3,700 tandems, roughly 100 less than in 2017. The fuel tank at the skydive hangar should be operational in the next couple of weeks.

3. **Tarmac Lighting Project:** Apron lighting is operational but currently pointed down in the grass. BF&S and Jessica are working with the contractor on aiming the lights to provide the best possible coverage of the apron and replace a bulb in one of the red obstruction lights.

**Old Business:** None.

**New Business:**

1. **Lease Extension Request for MC Hangars Association Hangar:** A lease extension request was submitted to the airport for MC Hangars Association.

   **Motion to Approve:** Greg Poulin Second: T.Y. Okosun **Motion Approved.**

2. **Sale of Hangar A5-10 Right of First Refusal Letter:** Doug Steinhiser would like to sell his hangar to John LaRocco for $65,000.00. The board has right of first refusal, and after discussion has no interest in purchasing the hangar.

   **Motion to Approve:** T.Y. Okosun Second: Greg Poulin **Motion Approved.**

3. **Police Short Course Quick Training Exercise Request:** Chris Yagelski from the Michigan City Police Department requested that the police department use part of the aircraft ramp for a training exercise on June 5th for a couple of new police officers. Some discussion ensued.

   **Motion to Approve:** T.Y. Okosun Second: Greg Poulin **Motion Approved.**

**Claims Docket: Amount:** $7,317.46 **Motion to Approve:** Greg Poulin Second: T.Y. Okosun **Motion Approved.**

**Correspondence:** None.

**Public Comment:** None

**Adjournment:** There being no further business, the meeting was adjourned at 6:33 pm.

   **Motion:** T.Y. Okosun Second: Greg Poulin **Motion Approved.**