Minutes of the July 11, 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: Kirk Hunter, Greg Poulin, T.Y. Okosun, Jeff Bartlett. A quorum was present.
Members Absent: None
Others Present: Jessica Ward- Airport Manager, Andrew Maksymovitch- BF&S, Gene Simmons- Council Liaison, Bill Nelson- BOAC Attorney

Minutes:
The minutes of the June 20th, regular monthly meeting, were emailed.
Motion to approve: Greg Poulin Second: T.Y. Okosun Motion Approved.

Reports:

Financial- Reported by Jessica Ward:

Account Balances: Our gas/electric account has evened itself out and is no longer over our monthly projected budget. We just paid our annual airport liability policy for $5050.00. The three insurance accounts should even out by the end of the year. The controller’s office handles payments on those.

Fuel Sales: Overall, we sold 1203.4 gallons of 100LL, 3319.6 gallons of Jet A and 154.1 gallons of Swift Fuel in June.

Airport Manager- Reported by Jessica Ward:

1. Airport Pancake Breakfast: The fly-in/drive-in pancake breakfast will be held this Sunday, July 14, 2019 from 7am to 12pm. The FOP Dunes Lodge #75 Auxiliary has already started setting up for the breakfast. We will have airplane rides, helicopter rides and skydiving, weather dependent, and a K9 demonstration at 10am. The EDITH house and a fire truck, and many different police vehicles will be here on display. It should be a beautiful day to fly in.

2. Avgas Fuel Purchase: We just received a load of 6300 gallons of avgas on a split. Our avgas price will go down $0.14 cents tomorrow. Our new price will be $4.30 for self-service and $4.40 for full service.

3. Oshkosh Week Airport Specials: We will be offering hot dogs, chips, drinks and cookies for an appreciated donation and full-service avgas for self-service pricing during business hours. Our avgas fuel price will be discounted $0.15 cents. These specials will be available from Sunday, July 21- Sunday July 28.

4. High School Aircraft Building Project: T.Y. Okosun, Nancy Smith, Johnny Stimley and Jessica Ward met with the Mayor to discuss the possibility of the City funding an after-school project for high schoolers to build an aircraft during the duration of the school year here at the airport.

5. AWOS Temperature Sensor Failure: Scott Picha our AWOS tech recently performed an inspection at the Michigan City Airport (MGC) with the FAA tech. He found the Temperature sensor associated with the Present Weather Sensor failed and was reading very high. He requested a price for this part so we can get the site fully operational again from DBT who supplies the parts for Vaisala. The rep from DBT replied stating that the FD12 Visibility Sensor that we currently have is End of Life and Vaisala is no longer manufacturing spare parts for this sensor. The quote for the new replacement sensor is
$14,336.00 and there are no other suppliers for the visibility sensor, as it is proprietary to the Vaisala system. **Motion to Approve Purchase:** Greg Poulin **Second:** Jeff Bartlett **Motion Approved.**

**Airport Development- Reported by Andrew Maksymovitch & Jessica Ward**

1. **Improve Runway 2 RSA/RPZ:**
   a. Revised Draft EA was resubmitted to Bobb Beauchamp on 5/3/19.
   b. Tonn and Blank made a counter offer on 6/19/19.
   c. The ALP is still in line for review by Gary Wilson with FAA.
   d. INDOT/FAA issued a new project funding plan on June 14, 2019 which shows the extension project being funded and the project should be completed in 2024.
   e. The new Capital Planner from BF&S is working on a master project schedule based on the new INDOT/FAA project funding.
   f. The design agreement with the sanitary district is progressing.

2. **FY 2019-2022 DBE Renewal Process:**
   a. Required for all Federal Grant Recipients
   b. The draft goals were placed on the airport website for comment until July 11, 2019. No comments were received.
   c. The Board accepted public comments at the July 11, 2019 meeting, with no comments received.
   d. **Motion to Approve the October 1, 2019 to September 30, 2022 Draft Disadvantage Business Enterprise Plan Submittal to FAA:** Jeff Bartlett **Second:** T.Y. Okosun **Motion Approved.**
   e. October 1st we implement the new goal for use through September 30, 2022.

3. **Tarmac Lighting Project:** The tarmac lighting project is complete. Due to a disagreement on responsibility for purchasing dirt and grass seed and filling ruts, the airport completed this in house.

**Old Business: None**

**New Business:**

1. **Purchase Agreement for Tonn & Blank Property:** Last month the board approved a motion to accept the counter offer from Tonn & Blank contingent upon legal review. After legal review there is an issue on a 7-acre portion of the property as it relates to title that needs to get cleared up. Bill Nelson requested the BOAC withdraw their acceptance of the counter offer from Tonn & Blank until the issue is resolved. Bill Nelson will work with Paul Shaffer to get the issue resolved as soon as possible. **Motion to Withdraw Acceptance of Counter Offer:** Greg Poulin **Second:** T.Y. Okosun **Motion Approved.**

2. **Michigan City Hangar Association Inc New Land Lease:** This lease is currently in a holdover month to month lease. Bill Nelson suggested the BOAC give a notice to end the lease in 90 days which will give them time to decide how they would like to reform the new lease. **Motion to Approve Bill Nelson Sending a Letter to Lessee Giving 90 day Notice of Lease Termination:** Jeff Bartlett **Second:** Greg Poulin **Motion Approved.**

**Claims Docket: Amount:** $54,255.96 **Motion to Approve:** T.Y. Okosun **Second:** Jeff Bartlett **Motion Approved.**

**Correspondence:** None

**Public Comment:** None
Adjournment: There being no further business, the meeting was adjourned at 6:40 pm.
Motion: Greg Poulin Second: T.Y. Okosun Motion Approved.