

**Minutes of the January 16, 2025, Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order by Jeff Bartlett at 1:00 P.M.

Members Present: Jeff Bartlett, T.Y. Okosun, Kirk Hunter. **A quorum was present.**

Members Absent: Greg Poulin

Others Present: Jessica Ward- Airport Manager, Nancy Moldenhauer- City Council Liaison, Paul Walczak- Aircraft Owners and Pilots Association (AOPA) Airport Support Network (ASN) Volunteer

Minutes: The minutes of the December 12, 2024, regular monthly meeting, were emailed.

Motion to Approve: Kirk Hunter **Second:** T.Y. Okosun **Motion Approved.**

Election of Officers:

President: T.Y. Okosun

Motion: Kirk Hunter **Second:** T.Y. Okosun **Motion Approved.**

V. President: Jeff Bartlett

Motion: Kirk Hunter **Second:** T.Y. Okosun **Motion Approved.**

Secretary: Kirk Hunter

Motion: Kirk Hunter **Second:** T.Y. Okosun **Motion Approved.**

Treasurer: Greg Poulin

Motion: Kirk Hunter **Second:** T.Y. Okosun **Motion Approved.**

Reports:

Financial- Reported by Jessica Ward:

Account Balances: The starting 2025 aviation operating fund and aviation fuel fund balances are updated on the account balances report. The current balance line has all balances after our January claims were paid. No aviation fuel claims yet, so we are sitting at our starting balance in that line.

Fuel Sales: Overall, we sold 514.9 gallons of 100LL, 1,325 gallons of Jet A and 157.9 gallons of Swift Fuel in December. We finished the year up 3% in gallons sold year to date from 2023. Our current fuel prices are \$5.34 for self-service avgas, \$5.49 for full-service avgas, \$4.24 for self- and full-service Jet A and \$6.75 for self-service UL-94.

Airport Manager Report- Reported by Jessica Ward:

1. **Winter Operation Preparations:** We have been in full swing out here with winter operations. We received the new blades for the tractor plow. The new brush bristles for the tractor broom have already been installed. We won't change out the plow blade until necessary to get the most use out of the old blade that we can. So far, we have had no issues with repairs needed for winter equipment. Our part-time laborer has been getting experience plowing in the pick-up truck. This is his first winter with us so there is a lot to learn about airport plowing operations.
2. **Flight Saga Restructuring:** Flight Saga has gone through some restructuring leading into 2025. Tom Darnell, the main instructor for Flight Saga, will continue operating Flight Saga flight school for the next few months until his summer hire date with a regional airline while the owner focuses on getting his CFI certification. Thor plans on having that certification completed during the second half of 2025 and plans to join the flight instructor team at that time. They will be using only one aircraft for flight instruction, which is the Cessna 172.

Airport Development- Reported by Jessica Ward:

1. **Improve Runway 02/20 RSA/RPZ/ RWY Extension:**
 - a. All steps are complete with the FAA and we are now waiting for funding.

- b. Leslie property swap is now complete. We would like to thank Bill Nelson for his assistance.
- c. Submitted the FY 2025 Grant Pre-Application : Improve Runway 2 RSA/RPZ/Extension-Design and EA (Part D) US 20 Temporary Road and Storm Sewer Final Tracings and Letting Documents- Partial Reimbursement to the FAA.

2. Runway Crack Sealing and Surface Coat Project:

- a. The contractor has elected to start in the spring on April 21, 2025, pending weather.
- b. The runway will be closed for an estimated two weeks as the weather allows.

3. Fuel Farm:

- a. The FAA fuel farm eligibility determination was found to be 22.7%.
- b. IDEM has responded that the UST replacement is eligible for 50% reimbursement.
- c. **Motion to submit draft BOT resolution to city attorney and mayor for review to request placement on the City Council agenda: T.Y. Okosun Second: Kirk Hunter Motion Approved.**

Old Business: None

New Business:

- 1. **2025 Attorney Contract:** Bill Nelson has submitted an attorney contract for 2025. The rate has increased from \$250 an hour to \$275 per hour.
Motion to Approve: T.Y. Okosun Second: Kirk Hunter Motion Approved.
- 2. **2025 Hangar A5-2 Rental Lease for Flight Saga, Inc.:** There was discussion on raising the rent 5% to meet standard of increased prices across the board.
Motion to Approve lease with 5% increase: Jeff Bartlett Second: Kirk Hunter Motion Approved.

Claims Docket: Amount: \$15,255.13

Motion to Approve: Kirk Hunter Second: T.Y. Okosun Motion Approved.

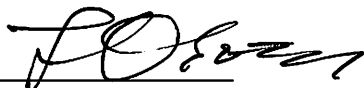
Correspondence: None

Public Comment: Mr. Paul Walczak stated that he is organizing a Michigan City Beach Weekend Fly-In the weekend of June 20th. He asked when the runway seal coat project will start. There was also some discussion on UL100 aviation fuel. Councilwoman Moldenhauer thanked the board and airport manager for making her feel welcome this last year as council liaison and stated she is pleased to serve another year as liaison for airport board. Mr. T.Y. Okosun offered Councilwoman Moldenhauer an airplane ride when weather permits. Mr. Jeff Bartlett was thanked for presiding over the board for the last 2 years. There was some discussion on the upcoming AI Legislative Day down state and on continuing sending letters to legislators about funding needed for the runway extension project.

Adjournment: There being no further business, the meeting was adjourned at 1:30 pm.

Motion: Kirk Hunter Second: T.Y. Okosun Motion Approved.

Minutes Approved: _____



Approval Date: 2-13-25

T.Y. Okosun: BOAC President- Michigan City Municipal Airport