

**Minutes of the February 13, 2025, Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order by T.Y. Okosun at 1:00 P.M.

Members Present: T.Y. Okosun, Kirk Hunter, Greg Poulin. **A quorum was present.**

Members Absent: Jeff Bartlett

Others Present: Jessica Ward- Airport Manager, Nancy Moldenhauer- City Council Liaison, Dave Pixey- BF&S

Minutes: The minutes of the January 16, 2025, regular monthly meeting, were emailed.

Motion to Approve: Kirk Hunter **Second:** Greg Poulin **Motion Approved.**

Reports:

Financial- Reported by Jessica Ward:

Account Balances: In February vacation bonuses came out for city employees. This has made that line negative by \$76.18. All other line items are under our monthly projected budget so far this year. We had 2 loads of fuel on this claims docket. One for a full load of Jet A and a full load of UL-94. We have used 10% of our aviation fuel fund so far this year.

Fuel Sales: Overall, we sold 330.4 gallons of 100LL, 168 gallons of Jet A and 41 gallons of Swift Fuel in January. We are currently up 24% in gallons sold year to date from 2024. Our current fuel prices are \$4.99 for self-service avgas, \$5.14 for full-service avgas, \$3.99 for self- and full-service Jet A and \$6.45 for self-service UL-94. Avgas price dropped down \$0.35 to compete better with Starke County Airport. Jet A dropped \$0.25 so now we are the lowest priced Jet A again, competing with Starke County Airport and UL-94 dropped \$0.30 with this fuel load.

Airport Manager Report- Reported by Jessica Ward:

1. **Box Hangar Rental:** One of our hangar owners has his box hangar for rent. It is \$4,480 sq. ft. The manager has passed the information on to a charter service operating out of Niles, Mi. The airport would love to add a charter service operation to our commercial aeronautical services here.
2. **Meeting for Drone Camp with St. Michael's:** St Michael's is putting together their drone camp schedule for this year. They have acquired an underwater drone to the fleet mix and we are happy to partner with them for camp offerings this year. We also may have another plane model build project coming up this year as well through St. Michael's. We are meeting at the end of this month.
3. **2025 Hangar Rental Lease for Flight Saga Update:** The owner of Flight Saga has agreed to the terms of the operating and hangar lease agreement for 2025 as set forth by the board. Operating and Hangar Lease agreement is ready for the Board members' signatures.
4. **Legislator Meet and Greet Update:** With the snowstorm last night into today the airport manager couldn't make it down to Indy for the legislator meet and greet hosted by Aviation Indiana. She reached out to our legislators to let them know that she wouldn't be in attendance since she had an obligation to be here at the airport and let them both know we could meet up at their leisure in the coming months to discuss our funding needs for the runway extension project. Paul was down there at the events to keep an eye out for our legislators in case they were able to attend to have a quick chat on our behalf.

5. **Mayor Angie's Town Hall Series February Meeting:** Tonight is the first meeting in a town hall series, "Let's Talk Solutions" at 5pm at City Hall. The open-house style event invites the public to interact with representatives from various city departments. The airport manager will be in attendance.
6. **Kubota Mowers:** The 3 new Kubota mowers got delivered to the airport by Riggs. They picked up the 3 Huster zero-turn mowers on trade. The new Kubota mowers are ZD 24.8 HP Diesel zero-turn mowers with 72 in cutting decks.

Airport Development- Reported by Jessica Ward:

1. **Improve Runway 02/20 RSA/RPZ/ RWY Extension:**
 - a. Submit Intent to use Fiscal Year 2025 NPE Funding Letter to FAA:
Motion to Approve: Greg Poulin Second: Kirk Hunter Motion Approved.
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 send BOT Council Request Letter Signed from BOAC : Kirk Hunter Second: Greg Poulin Motion Approved.**

Old Business: None

New Business: None

Claims Docket: Amount: \$79,711.29

Motion to Approve: Greg Poulin Second: Kirk Hunter Motion Approved.

Correspondence: None

Public Comment: None

Adjournment: There being no further business, the meeting was adjourned at 1:25 pm.

Motion: Kirk Hunter Second: Greg Poulin Motion Approved.

Minutes Approved: 

Approval Date: 3/13/2025

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