

**Minutes of the April 10, 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, Greg Poulin, Jeff Bartlett. A quorum was present.

Members Absent: Kirk Hunter

Others Present: Jessica Ward- Airport Manager, Nancy Moldenhauer- City Council Liaison, Paul Shaffer- BF&S Airport Engineering Consultant, Tim Werner- City Engineer

Minutes: The minutes of the March 13, 2025, regular monthly meeting, were emailed.

Motion to Approve: Jeff Bartlett **Second:** Greg Poulin **Motion Approved.**

Reports:

Financial- Reported by Jessica Ward:

Account Balances: We are currently under our monthly projected budget in all budget lines. We just received a load of 450 gallons of diesel decreasing that budget line. To save paper and go digital, with guidance from other department heads and our IT director, the airport manager ordered a remarkable digital notebook which came out of office supplies. A new Bunn commercial coffee pot was also ordered to replace the 20-year-old Bunn that started leaking profusely.

Fuel Sales: Overall, we sold 568.5 gallons of 100LL, 921 gallons of Jet A and 120.1 gallons of UL-94 in March. 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.

Airport Manager Report- Reported by Jessica Ward:

1. **Summer Events:** The beach weekend fly in has been posted in Eventbrite, and social flight. The flyer has been distributed to all airport manager in Indiana requesting that they post on their boards and/or share with their tenants. This event is for pilots and their families and will take place June 20-22.
Airport Day: We will be having an airport day this summer for the public. We will have food trucks, and other fun aviation-related activities for all ages. Date is pending. Stay tuned!
FOP Pancake Breakfast: We will be hosting an FOP pancake breakfast this summer as well, the date is pending. Hoping to break last year's record for attendance! Stay tuned!
2. **Farming Property South of Hwy 20 Update:** The airport manager met on the construction site with Woodruff and Sons, the contractor, regarding the water main project that the board just approved the easement for at the last board meeting. The temporary easement has been staked. Woodruff and Sons requested they have a larger area than originally planned to store pipes that will be delivered for the project. The airport manager requested they stake that area out for the farmer to look at and see if it would affect his farming operation. The airport manager spoke with the farmer, and he stated that the staked construction easement will have very little to no impact on his farming operations and is fine with working around the construction project. He plans on fertilizing at the end of this month, pending weather.

Airport Development- Reported by Paul Shaffer:

1. **Improve Runway 02/20 RSA/RPZ/ RWY Extension:**
 - a. The Intent to use Fiscal Year 2025 NPE Funding Letter was submitted to the FAA.
2. **Runway Crack Sealing and Surface Coat Project:**
 - a. The contractor will mobilize on April 28, closing the runway starting April 29th.
 - b. The runway will be closed for an estimated two weeks as the weather allows.
 - c. A pre-construction meeting was held on March 20, 2025, at the terminal building.
3. **Fuel Farm:**
 - a. The BOT council ordinance has been passed by the city council.

- b. We are in discussion with the FAA to modify the IC 5-23 BOT code to follow the exact FAA CMAR. We believe the FAA will agree so long as we have a price component at the developer selection.

Old Business: None

New Business: None

Claims Docket: Amount: \$5,177.36


Motion to Approve: Greg Poulin Second: Jeff Bartlett Motion Approved.

Correspondence: None

Public Comment: Nancy Moldenhauer thanked Jessica for giving an airport update at a council meeting in April and said the report was well received. Scott Meland asked about grip flex warranty, why the airport is stopping at a 5001 ft. runway instead of going further and asked if an economic impact study was done on the project.

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

Motion: Greg Poulin Second: Jeff Bartlett Motion Approved.

Minutes Approved:  Approval Date: 5-8-25

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