

**Minutes of the May 8, 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, Kirk Hunter. **A quorum was present.**

Members Absent: Jeff Bartlett

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

Minutes: The minutes of the April 10, 2025, regular monthly meeting, were emailed.

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

Reports:

Financial- Reported by Jessica Ward:

Account Balances: We are currently under our monthly projected budget in all budget lines except telephone. Our AWOS landline from AT&T went up to almost \$300 a month. AT&T is trying to get rid of their lines on Meer Rd so want us to switch to something else. Our IT director is looking into cellular service that 4 other airports in our AWOS tech's territory have switched to which will lower our monthly bill.

Fuel Sales: Overall, we sold 1,398.7 gallons of 100LL, 2,682.8 gallons of Jet A and 165.7 gallons of UL-94 in April. 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. **FOP Pancake Breakfast Date:** The FOP pancake breakfast has been scheduled for Sunday, August 10, 2025, from 7am to 12pm. We will also be having an airport day on Sunday, July 13, 2025, that the public will be invited to. We will have food trucks, and other fun aviation-related activities for all ages.
2. **Farming Property South of Hwy 20 Update:** Airport manager met again on the construction site with Woodruff and Sons for the water main project. They needed to add more property to the temporary easement because INDOT gave them a specific location that they are allowed to access the property from that was different than where they were planning on accessing the property. The airport manager will be discussing the exhibit with the farmer that is farming the property. They need a total of .66 acres. 0.12 acres of the .66 acres was already discussed with the farmer but the farmer will be reimbursed for lost farming land if the acreage will affect his plan.
3. **AWOS High Frequency Antenna Installation:** The high frequency antenna has been installed on the tower at the AWOS site. The city street department brought out a bucket truck for the use to mount the antenna. A new radio has also been installed at the site, with the hope that this fixes the issue of the transmission not being heard at 5 miles out. This project was completed during our construction project last week, so our tenants haven't been able to test the transmission and let us know if it is working properly yet.

Airport Development- Reported by Jessica Ward and Dave Pixey:

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. Approve AIP 29 Partial Pay Request #3 in the amount of \$3,540.35 (FAA \$3,186, INDOT \$177.02, Local \$177.33) for the Runway 2-20 Crack Repair and Surface Treatment Project:
Motion to Approve: Kirk Hunter **Second:** Greg Poulin **Motion Approved.**
 - b. The contractor will mobilize on April 28, closing the runway starting April 29th.
 - c. The runway will be closed for an estimated two weeks as the weather allows.

- d. There were some additional cracks that appeared since the initial crack assessment was conducted. This will add 6,800 linear feet of crack repair. This addition was discussed with the FAA. The FAA has given us permission to use the 15% grant amendment towards the overage.
- e. Expect the contractor pay estimate and change order for the next BOAC meeting.

3. Fuel Farm:

- a. The BOT council ordinance has been passed by the city council.
- b. We submitted our revised proposal to FAA to modify the IC 5-23 BOT code to follow the exact FAA CMAR. We are waiting for a response from the FAA currently.

Old Business: None

New Business: None

Claims Docket: Amount: \$6,101.47


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

Correspondence: None

Public Comment: Paul Walczak stated he loves the idea of a "Touch a Plane" event for our Airport Day event. He also was happy to hear about the radio and antenna repair on the AWOS. He stated that Beach Fly-In Weekend is advertised to pilots from June 20 through June 22.

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

Motion: Greg Poulin Second: Kirk Hunter Motion Approved.

Minutes Approved:  Approval Date: 6/12/25

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