

**Minutes of the August 27, 2025, Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Meeting called to order by T.Y. Okosun at 3:00 P.M.

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

Members Absent: None

Others Present: Jessica Ward- Airport Manager

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

Motion to Approve: Jeff Bartlett **Second:** Kirk Hunter **Motion Approved.**

Reports:

Financial- Reported by Jessica Ward:

Account Balances: The airport is currently under its monthly projected budget in all budget lines except household, building maintenance supplies and equipment repairs. The manager may need to transfer funds by the end of the year into these budget lines.

Fuel Sales: Overall, we sold 3,963.7 gallons of 100LL, 5,006.3 gallons of Jet A and 462.7 gallons of UL-94 in July. Current fuel prices are \$4.84 for self-service avgas, \$4.99 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. **Pancake Breakfast/Great Lakes Grand Prix/Oshkosh Recap:** The airport had a very busy end of July, early August between the FOP pancake breakfast, Great Lakes Grand Prix and Oshkosh air show traffic. For the long weekend of the Great Lakes Grand Prix there were 17 aircraft on our ramp, 5 of them jets and 2 helicopters from July 30 through August 4. There was a little less than normal traffic for Oshkosh this year. According to Global Air, with the horrible storms and high heat index many pilots drove in when attending from the eastern half of the US, which is mainly the traffic the airport sees. Many great airplanes flew in for the pancake breakfast and some of the airport tenants also brought their planes to the ramp and talked to aviation enthusiasts who attended.
2. **Gate Control Board Replacement:** The gate control board went out on the airport's automatic gate at the entrance to the airfield. At the suggestion of the Michigan City IT director, Marquiss Electric replaced the board and programed it with the help of the airport manager. The cost of the new control board, and replacement/programing was \$2,474.00. This came out of the equipment repair budget line.
3. **50-hour service requirement- New Kubota Mowers:** The three new Kubota mowers all hit 50 hours, so the airport foreman performed the 50-hour service requirements on them which included changing the oil, oil filters and hydraulic filters. The only issues with the mowers this season have been flat tires, which were plugged in house. Through Michigan City central maintenance, the four tires on the batwing mower attachment on the New Holland Tractor have also just been replaced.

Airport Development- Reported by Jessica Ward:

1. **Improve Runway 02/20 RSA/RPZ/ RWY Extension:**
 - a. INDOT has sent planned CIP funding.
 - b. The FAA is planning to issue a grant to bid the temporary road and storm sewers any day now.
2. **Runway Crack Sealing and Surface Coat Project:**
 - a. Project is complete.
 - b. A request has been submitted to the FAA to amend AIP-29 and AIP-30 to cover Change Order 1 that was approved at the last board meeting.
 - c. Once the amendments are approved by the FAA and the punch list is completed the final payments and retainage relace for the contractor will be processed.
 - d. There was a final walk-through on 8/13/25 at 11:00am. During the walk-through eruptions were observed showing up on the surface in numerous areas. Upon inspections it was discovered that this was occurring

where grip flex was applied over crack filler material and not over the mastic material. There was some tracking from vehicle traffic, likely the large machines and vehicles that completed the final runway and taxiway striping and markings. There were also several areas that had grip-flex flaking off the mastic-filled cracks. The connector taxiways on each end of the parallel taxiway were flaking worse than most other areas. The contractor did some touch up on the walk-through date with the material he brought with him. The next inspection will be in March 2026 to see how the surface survived the winter. Ameriseal will bring equipment back to reseal areas needing attention and they committed to recoat the taxiway connectors on each end. The one-year warrantee walk- through will be conducted in May of 2026.

- e. The contractor has presented Progress Estimate 2 for \$86,884.39, however this cannot be paid until the FAA approves the grant amendment.

3. Fuel Farm:

- a. 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: \$90,624.68

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

Correspondence: None

Public Comment: T.Y. Okosun stated that Dale Phillips had passed away and was quite the fixture here at the airport. He will be missed.

Adjournment: There being no further business, the meeting was adjourned at 3:13pm.
Motion: Greg Poulin Second: Kirk Hunter Motion Approved.

Minutes Approved:



Approval Date:

10/16/25

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