

**Minutes of the March 19, 2026, 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, Kirk Hunter, Jeff Barlett, Greg Poulin. **A quorum was present.**

Members Absent: None

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

Minutes: The minutes of the February 19, 2026, regular monthly meeting, were emailed.

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

Reports:

Financial- Reported by Jessica Ward:

Account Balances: Aviation Fuel balance is still at beginning balance since the airport hasn't purchased aviation fuel yet this year. All Around Fencing is hoping to get the fence and gates installed between the SRE building entrance and parking lot within the next month which will wipe out that encumbrance.

Fuel Sales: Overall, we sold 756 gallons of 100LL, 318 gallons of Jet A and 118.3 gallons of UL-94 in February. Fuel gallons sold were up 77% February of 2026 compared to February of 2025. Current fuel prices are \$4.63 for self-service avgas, \$4.78 for full-service avgas, \$3.90 for self- and full-service Jet A and \$6.45 for self-service UL-94.

Airport Manager Report- Reported by Jessica Ward:

1. **Renaissance Academy Aerospace Club Field Trip:** Renaissance Academy's Kindergarten through 3rd grade aerospace club came out for a field trip to the airport on March 7th. The Michigan City Aviators pilots helped by bringing out remote control airplanes and two of the members brought their airplanes from their hangars to the ramp for the kids to sit in and learn about. There were some aviation related props airport staff made including paper airplane targets for the kids to use during their visit after they make their own paper airplanes and a pilot license style cut out prop students could position their face in. They wore a paper airline pilot hat, a tie and aviator sunglasses, as props for their pilot license picture. They completed stem activities, and their visit ended with an aviation themed snack and drink before heading home. 15 students attended.
2. **Tractor Brush Broom Wafer Replacement:** Replacement broom wafers for the tractor brush have been ordered. The brush is used year-round on the runway for snow removal and on the Aircraft Operations Area (AOA) for Foreign Object Debris (FOD) removal in spring, summer and fall.
3. **Spring Clean Up Dumpster Program:** The spring cleanup dumpster program will be at the airport again this spring on the first three Wednesdays and Saturdays in the month of April between 8am and 12pm. The location has been changed staging the dumpsters in front of the SRE building instead of the tarmac. This location will be out of the AOA but still in a secure location. There will be 2 dumpsters that will be tarped when not in use for the duration of the program. Residents will drive into the parking lot, back into the SRE building lot, dispose of their items, and drive through the east side of the parking lot to leave.
4. **SynTech Fuel Master Fuel Pump Management Controller System (FMU) Replacement:** The FMU on the fuel master crashed and needed replaced. Since the airport purchases the Syntech extended warranty each year the parts replacement was covered. Northern Indiana Mechanical changed the part, as they are an approved contractor for Syntech systems. A new display screen had to be ordered as well. This part was also covered under warranty and should arrive at the airport in a couple of days. Airport staff will replace the display screen in-house.
5. **Vending Machine Refrigeration Unit Update:** The refrigeration unit has been ordered for the vending machine. As soon as the part is delivered to the Indiana service technician for Shaffer Distributing, he will be out to replace the unit.
6. **Mowing For Hay Contract/Cash Farm Lease for Farming South of Hwy 20:** Halderman Farm Management is managing both the mowing for hay contract and the cash farm lease for 2026. We had an additional farmer interested in mowing for hay this year, so Halderman is completing the work for solicitation/receiving offers and completing the contract in place of our board attorney this year.

Airport Development- Reported by Paul Shaffer:

1. Improve Runway 02/20 RSA/RPZ/ RWY Extension:

- a. The FAA program manager informed us that this project is not competing for discretionary funding this year.

2. Runway Crack Sealing and Surface Coat Project:

- a. Final Closeout for AIP 29 Final Pay Request 5 in the amount of \$69,094.30 (FAA: \$62,185.00, INDOT: \$1,541.43, Local: \$5,367.87):

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

- b. Final Closeout for AIP 30 Final Pay Request 2 in the amount of \$59,783.02 (FAA:\$53,804,00, INDOT: \$1,692.71, Local: \$4,286.31):

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

3. Fuel Farm:

- a. Advertise Jet A and 100LL Fuel System Project to receive bids on April 16, 2026:

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

Old Business: None

New Business:

- 1. Ninth Operating Agreement Extension for SkySports, Inc:** This agreement will extend their operating agreement for another year, commencing on April 14, 2026, and ending on April 14, 2027.

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

- 2. Cash Farm Lease for Farming Airport Property South of US 20 for 2026 Farming Season:**

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

- 3. Thode Assignment of A5-3 Aircraft Storage Lease:** Mr. Lee Thode has requested his son's name be added to his current land lease.

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

Claims Docket: Amount: \$89,860.69

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

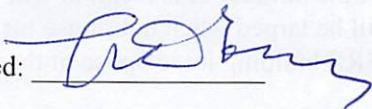
Correspondence: None

Public Comment: Paul Walczak stated he is excited about the new display screen on the self-service Fuel Master system.

Adjournment: There being no further business, the meeting was adjourned at 3:30pm.

Motion: Greg Poulin Second: Kirk Hunter Motion Approved.

Minutes Approved: _____



Approval Date: _____

4/16/26

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