**Minutes of the October 8, 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 Bartlett, Greg Poulin. **A quorum was present.**
**Members Absent:** None
**Others Present:** Jessica Ward- Airport Manager, Paul Shaffer- BF&S Airport Engineering Consultant

**Minutes:** The minutes of the August 21, 2026, regular monthly meeting, were emailed.
**Motion to Approve:** Kirk Hunter **Second:** Greg Poulin **Motion Approved.**

**Reports:**
**Financial- Reported by Jessica Ward:**

**Account Balances:** The airport has used 67% of their total operating budget so far this year as well as 82% of their aviation fuel budget.

**Fuel Sales:** Overall, 2,046.0 gallons of 100LL, 3,456.0 gallons of Jet A and 149.8 gallons of UL-94 were sold in September. Fuel gallons sold were up 22% year-to-date in 2026 compared to 2025. Current fuel prices were $6.00 for self-service avgas, $6.15 for full-service avgas, $5.64 for self- and full-service Jet A and $6.45 for self-service UL-94.

**Airport Manager Report- Reported by Jessica Ward:**

1. **Airport Project Presentations:** In the past couple of weeks, the airport manager has given presentations on current airport status and ongoing and upcoming projects to the EDC Neighborhood Leadership Academy and the Michigan City Exchange Club.
2. **Refuse Department Fall Dumpster & Tire Amnesty Program at Airport :** As part of the on-going drive to help Michigan City have a clean community and reduce unwanted household clutter Michigan City is continuing the fall clean-up dumpster program at the airport during the month of October.
3. **Police Department Short Course Driver's Training Program:** For many years the police department has utilized the airport's tarmac for an annual short course driver's training program. The dates haven't been set yet but they will once again be utilizing the airport tarmac to complete training by the end of October or early November. They will utilize the northeast portion of the tarmac. There will still be ramp space for aircraft parking and access to self-service fueling as well. Their short course will be coned off, and a NOTAM will be issued closing the northeast portion of the tarmac to aircraft traffic.

**Airport Development- Reported by Paul Shaffer:**

1. **Improve Runway 02/20 RSA/RPZ RWY Extension:** Butler Fairman & Seufert is drafting a BCA with the hope of getting a CIP meeting with the FAA scheduled to discuss the project and BCA requirements further.
2. **Runway Crack Sealing & Surface Coat Project:** Warranty repair work was scheduled for September 29, 2026. There is still more work to be completed as they ran out of material. BF&S will schedule a meeting with INDOT and the manufacturer for a meeting to discuss.
3. **Fuel Farm:** The IIJA application for the fuel farm project was submitted on September 1, 2026.
4. **INDOT State/Local Program:**
   The grant has been offered and signed. We are waiting on purchase order number to submit claims.
5. **IIJA Funds:**
   a. Consideration of the draft AWOS professional service agreement Exhibit 1- Project Order No. 11:
      **Motion to Approve:** Jeff Bartlett **Second:** Greg Poulin **Motion Approved.**
6. **CIP 2027-2032:** The CIP for 2027-2032 has been drafted and was discussed. The board will look over CIP and discuss any suggested changes at the November BOAC meeting.

**Old Business:** None

**New Business:**

1. **Phillips Assignment of Aircraft Storage Land Lease Hangar A4-3:**
   **Motion to Approve:** Greg Poulin **Second:** Jeff Bartlett **Motion Approved.**
2. **Phillips Assignment of Aircraft Storage Land Lease Hangar A4-5:**
   **Motion to Approve:** Greg Poulin **Second:** Jeff Bartlett **Motion Approved.**
3. **Phillips Assignment of Aircraft Storage Land Lease Hangar A4-7:**
   **Motion to Approve:** Greg Poulin **Second:** Jeff Bartlett **Motion Approved.**
4. **Phillips Assignment of Aircraft Storage Land Lease T-Hangars A2-A3:**
   **Motion to Approve:** Greg Poulin **Second:** Jeff Bartlett **Motion Approved.**
5. **Phillips/Kieft 5-Year Land Lease Hangar A4-9:**
   **Motion to Approve:** Greg Poulin **Second:** Kirk Hunter **Motion Approved.**

**Claims Docket: Amount:** $52,189.34
**Motion to Approve:** Jeff Bartlett **Second:** Greg Poulin **Motion Approved.**

**Correspondence:** None

**Public Comment:** None

**Adjournment:** There being no further business, the meeting was adjourned at 3:40pm.
**Motion:** Greg Poulin **Second:** Kirk Hunter **Motion Approved.**

Minutes Approved: _____ Approval Date: 11-17-26

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