

**Minutes of the Virtual June 10, 2021 Monthly Meeting of the
Michigan City Aviation Board of Commissioners**

Call to Order: Virtual Meeting called to order by Kirk Hunter at 6:05 PM, Hosted by “Zoom” and streamed on “My Michigan City” Facebook Page.

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

Members Absent: Jeff Bartlett

Others Present: Jessica Ward- Airport Manager, Paul Shaffer- BF&S, Gene Simmons- Common Council Liaison

Minutes: The minutes of the April 15, 2021, regular virtual monthly meeting, were emailed.

Motion to Approve: T.Y. Okosun **Second:** Greg Poulin **The motion carried as follows: AYES: MEMBERS Hunter, Okosun, and Poulin (3). NAYS: (0).**

Reports:

Financial- Reported by Jessica Ward:

Account Balances: Departments are still being requested to operate on essential only spending this year. We are over our monthly budget in telephone and sewer, as we were in April. Telephone is over budget because Comcast is currently charging the airport for cable television when local government has always gotten cable television for free. IT is working with Comcast to credit for previous months charged and remove the charge for future months. IT is still waiting on a reply from our Comcast representative.

Fuel Sales: Overall, the airport sold 1,957.6 gallons of 100LL, 3,372.1 gallons of Jet A and 424.4 gallons of Swift Fuel in May. Year to date we are up 91% in fuel sales compared to 2020.

Airport Manager Report- Reported by Jessica Ward:

1. **Jet Fuel Order/ Avgas Fuel Order:** We received our first loads of fuel for the year in Swift-end of April, Avgas- end of May and Jet A-beginning of this month. Swift and Jet A were full loads and Avgas was a partial load of 3,500 gallons to help another airport and piggyback off their load. The price of Avgas and Jet A have both increased. Jet A went from \$2.77 to \$3.10 and Avgas went from \$3.75 to \$4.19. Hopefully our next loads of fuel will decrease at least a little. We will need Avgas next, maybe before the end of this month or early July, I expect.
2. **Part Time Employee Hired:** We have a new part time employee that started at the end of May. His name is Tommy Heath and he is doing very well getting comfortable on the mowers and using our equipment and is a quick learner. We are excited to have him on board. This has been a very rough year with only 2 of us and hopefully this addition helps lighten the load. I will put an ad out for an additional part time lineman once Tommy is more comfortable and when we feel like we will get more applications submitted.
3. **Mowing for Hay:** Russel Thomas will again be mowing hay this year on the east and north side of the runway. Last year the board signed a 2-year agreement so we will be back at the table next year. His liability insurance is current, and he is ready to go. I expect him to be out end of this week or next for the first time this year.

Airport Development- Reported by Paul Shaffer

1. **Improve Runway 02-20 RSA/RPZ/ RWY Extension**
 - a. **Motion to Approve AIP-23 Amendment Request in the Amount of \$49,351.97:** Greg Poulin **Second:** T.Y. Okosun. **The motion carried as follows: AYES: MEMBERS Hunter, Okosun, and Poulin (3). NAYS: (0).**

- b. **AIP-23 Pay Request 3 Final for \$112,785.78- Amended to \$115,325.78:** Greg Poulin **Second:** T.Y. Okosun **The motion carried as follows: AYES: MEMBERS Hunter, Okosun, and Poulin (3). NAYS: (0).**
- c. We received an approved FONSI for the Environmental document from the FAA today.
- d. The FY 2021 AIP grant should be offered soon and will be 100% Federally funded with no local match this year.

Old Business: None

New Business:

- 1. **Written Policy Establishing Procedures for a BOAC Member to Participate in a Meeting by Electronic Means Pursuant to I.C. 4-15-1.5-3.6:** Airport legal has drafted a hybrid policy which, if approved, will allow some members of the BOAC to participate in board meetings electronically. Some discussion ensued. T.Y. Okosun stated that he was not interested in approving this policy at this time knowing it will lead to future hybrid meetings being live streamed to Facebook per separate City policy. T.Y. stated he has concerns with airport board meetings being streamed to the privately owned Facebook platform due to their data breaches and improprieties. The airport manager has conveyed her own and BOAC Facebook live streaming concerns on to City Mayor/Legal. This policy will be revisited at the July 2021 regular BOAC meeting.

Claims Docket:

- May: \$2,865.89 Motion to Approve:** T.Y. Okosun **Second:** Greg Poulin **The motion carried as follows: AYES: MEMBERS Hunter, Okosun, and Poulin (3). NAYS: (0).**
- June: \$38,080.41 Motion to Approve:** Greg Poulin **Second:** T.Y. Okosun **The motion carried as follows: AYES: MEMBERS Hunter, Okosun, and Poulin (3). NAYS: (0).**

Correspondence: None

Public Comment: T.Y. stated he is interested in starting up educational opportunities in the hangar owned by the airport now that COVID restrictions are behind us.

Adjournment: There being no further business, the meeting was adjourned at 6:48 pm.

Motion: T.Y. Okosun **Second:** Greg Poulin **The motion carried as follows: AYES: MEMBERS Hunter, Okosun, and Poulin (3). NAYS: (0).**

Minutes Approved: 

Approval Date: 07.08.21

Kirk Hunter
BOAC President
Michigan City Municipal Airport