

MEETING MINUTES

MARION BOARD of AVIATION COMMISSIONERS

March 5, 2019

THE MISSION OF THE MARION MUNICIPAL AIRPORT IS TO PROVIDE THE HIGHEST QUALITY SERVICE, AND THE FACILITIES, THAT MEET THE NEEDS OF ITS PATRONS AND COMMUNITY

Be it remembered that the City of Marion (Indiana) Board of Aviation Commissioners met at 1:30 p.m. on March 5, 2020 at the Marion Municipal Airport.

Attending Were:

Jim McKinney (Telecom)	President, BOAC	Andy Darlington	Air Marion, Inc
Ronnie Garmin	Vice-President, BOAC	Ryan McCrosky	Woolpert, Inc
Randy Chekouras (Telecom)	Treasurer, BOAC	Phil Stephenson	Board Attorney
Dwight Ott	Secretary, BOAC	Mark Johnson	CIM, Inc
Arndt Mueller (Telecom)	Member, BOAC	Deb Cain	City Council
Jordan Ashley	Admin, BOAC	Sean O'Neil	PHI

REVIEW OF MINUTES:

The February 6, 2020 minutes were read for approval. (Motion by Mr. McKinney, Seconded by Mr. Mueller) Motion Approved.

RECURRING ITEMS:

1. AIRPORT IMPROVEMENT PROJECTS

a. AIP-28...T-Hangar Taxiway Construction

- Woolpert met with Spectrum to coordinate internet/communication relocation.
- A work order for electrical service relocation as been established. Woolpert to coordinate prior to construction.

2. AIRPORT MANAGEMENT ITEMS

a. Airport Management Report

- The front end loader was used to push snow this season. It is functioning as expected. The box for the new tractor has also been used to great effect.
- Preparing for summer Air Force ROTC cadet program.

b. Primary Runway/Taxiway Surface Monitoring

- No changes noted as of this meeting. A seal coating contractor is expected soon for a review and quote.

c. Routine Management/Maintenance Items

- AWOS/AWOS Frequency: Frequency has been approved. Information regarding transmission equipment is needed to proceed with assigning the frequency.
- Runway 22 & 33 Obstructions: BOAC is working with the City of Marion to create an email account in order to create an account on the FAA Website to update the change in obstructions
- Storm Water Pollution Prevention Plan (SWP3): IDEM has stated they have received the required information but the permits are delayed.
- Summer Events: The Roll Race Event is planned for August 15/16. The Airport manager is working with the coordinators to file the appropriate paperwork.

- e. FBO Terminal Remodel: Furniture was received last month and installed. This completes this project
- f. SRE Building Reimbursement: According to the FAA website, the grant has been awarded for this reimbursement and is expected within the next two weeks.
- g. Guaranteed Energy Savings Contract: The City Council approved the resolution to send out the RFP at their February meeting. RFP advertisement is ready to send to the papers. Mr. McCroskey noted that it must be in at least two papers for at least 37 days. BOAC is working with the airport manager to provide the necessary utility info to potential respondents.

NEW ITEMS

- a. Potential Helicopter Tennant: Sean O'Neill with PHI brought a proposal to the Board of Aviation to allow PHI to base an aircraft at the airport. This proposal would lease hangar space/land and place a housing unit on the airport grounds in proximity to the lease hangar space. \$1000/month for hangar space and \$750/month for utility expenses. This would be a 5-year contract with a 3-year guarantee and 180-day notice of non-renewal at the end of year three. PHI would hope to be operational at the airport by June 1. (Motion by Mr. McKinney, Seconded by Mr. Mueller) Mr. Mueller and Mr. McKinney - Yes, Mr. Chekouras - Abstain - Motion Approved provided the LOI is approved by Mr. Stephenson.
- b. Building of Hangar to Accommodate Helicopter Tennant: Mr. McKinney proposed building a 58x60 box hangar to accommodate the helicopter tennant and additional t-hangars north of the box hangar. BOAC will begin to see quotes based on these specifications.

BOARD MEMBER COMMENTS on

- a. FOIA Request: A FOIA request was received regarding the jet accident. BOAC has no information pertaining to the request. Mr. Stephenson will respond to the request on behalf of the BOAC.
- b. The BOAC received a contract from MCS on the lease of Hangar J for the next school year for one year. This contract continues until the BOAC or MCS gives notice of non-renewal. (Motion by Mr. Chekouras, Seconded by Mr. Mueller) Motion

Next Board Meeting: Scheduled for April 9, 2020

ADJOURNMENT: The meeting was adjourned at 2:39 pm.

Name: James McKinney
 Title: President

Name: _____
 Title: _____