

MEETING MINUTES
MARION BOARD of AVIATION COMMISSIONERS
April 9, 2020

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 April 9, 2020 at the Marion Municipal Airport.

Attending Were:

Jim McKinney	President, BOAC	Andy Darlington	Air Marion, Inc
Ronnie Carmin (Telecom)	Vice-President, BOAC	Ryan McCrosky (Telecom)	Woolpert, Inc
Randy Chekouras (Telecom)	Treasurer, BOAC	Phil Stephenson	Board Attorney
Dwight Ott (Telecom)	Secretary, BOAC	Deb Cain (Telecom)	City Council
Arndt Mueller (Telecom)	Member, BOAC		
Jordan Ashley (Telecom)	Admin, BOAC		

REVIEW OF MINUTES:

The March 5, 2020 minutes were read for approval. (Motion by Mr. Chekouras, Seconded by Mr. Mueller) Motion Approved

RECURRING ITEMS:

1. AIRPORT IMPROVEMENT PROJECTS

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

- i. A letter was received from 3D Company regarding the uncertainty of starting construction due to the impact of Coronavirus on suppliers, subcontractors, etc.

b. AIP-29...SRE Building Reimbursement

- i. Grant Agreement was received on March 10 for a total reimbursement of \$169,484. (FAA: \$152,536, INDOT: \$8,474, Local: \$8,874)
- ii. Due to the CARE's Act, Woolpert is looking into the grant application prior to final formal submittal to the FAA.

2. AIRPORT MANAGEMENT ITEMS

a. Airport Management Report

- i. Traffic and business is down.
 - i. All flight training and aircraft rental have ceased due to COVID-19.
- ii. The FBO/Staff are maintaining social distancing. The FBO has closed off and sanitized as many areas of the terminal/airport as practical due to COVID-19.
- iii. Mowing operations have commenced.
- iv. The Air Force cadet program is being suspended for Summer 2020. It is anticipated it will return in 2021.

b. Primary Runway/Taxiway Surface Monitoring

- a. No changes noted as of this meeting.

c. **Routine Management/Maintenance Items**

- a. AWOS/AWOS Frequency: Frequency has been approved. Information regarding transmission equipment is needed to proceed with assigning the frequency. All paperwork has been completed at this time.
- b. 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. Consent has been received to finish clean up on the north end of RW22. A contractor has been sourced to remove existing debris and stumps. Work is expected to begin soon.
- c. Storm Water Pollution Prevention Plan (SWP3): IDEM has stated they have received the required information but the permits are delayed.
- d. 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. Building of new hangars at the airport: Quotes have been received for the building of a corporate hangar. The quote from Morton was accepted in the amount of \$192,706 for a 60x60 fully insulated and heated hangar. BOAC asked Mr. Stephenson to advertise for financing the building of this hangar with quotes to be received by the May meeting. **(Motion by Mr. Carmin, Seconded by Mr. Mueller) The roll was called for this vote: Mr. Carmin - Yay, Mr. Mueller - Yay, Mr. McKinney, Yay, Mr. Chekouras - Abstain, Mr. Ott - Nay, Motion Approved.**
- f. Guaranteed Energy Savings Contract: RFP advertisements have been published. Proposals to be received by the May meeting.
- g. Potential Helicopter Tennant: The BOAC reviewed the proposed lease contract with PHI Helicopters. The BOAC gives approval to the contract pending review and approval of Mr. Stephenson. Mr. McKinney will sign the completed agreement on behalf of the BOAC. **(Motion by Mr. Mueller, Second by Mr. Carmin) The roll was called for this vote: Mr. Carmin - Yay, Mr. Mueller - Yay, Mr. McKinney, Yay, Mr. Cheouras - Nay, Mr. Ott - Nay Motion Approved.**

NEW ITEMS

- a. A request was received by the Board of Aviation from an individual to operate an aircraft sales business at the Marion Airport. BOAC gives approval for this operation provided the individual meets the airport minimum standards. Mr. Stephenson will write the LOA with the individual. **(Motion by Mr. Chekouras, Second by Mr. Ott) Motion Approved.**

BOARD MEMBER COMMENTS

- a. None

Next Board Meeting: Scheduled for May 7, 2020

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

Name: James McKinney

Title: Pres. Dept

Name: Donnie Carmin

Title: _____