

# MEETING MINUTES

## MARION BOARD of AVIATION COMMISSIONERS

### September 3, 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

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Be it remembered that the City of Marion (Indiana) Board of Aviation Commissioners met at 1:30 p.m. on September 3, 2020 at the Marion Municipal Airport.

#### Attending Were:

Jim McKinney	President, BOAC	Andy Darlington	Air Marion, Inc
Ronnie Carmin	Vice-President, BOAC	Ryan McCrosky	Woolpert, Inc
Randy Chekouras	Treasurer, BOAC	Phil Stephenson	Board Attorney
Dwight Ott	Secretary, BOAC	Deb Cain	City Council
Mark Johnson	Member, BOAC		
Jordan Ashley	Admin/ Rep to City, BOAC		

#### REVIEW OF MINUTES:

The August 6, 2020 minutes were read for approval. (Motion by Mr. Ott, Seconded by Mr. Carmin) Motion Approved

#### RECURRING ITEMS:

##### 1. AIRPORT IMPROVEMENT PROJECTS

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

- i. Construction is complete. After all paperwork is received, Woolpert will recommend release of retainage and closeout of grant in Q4.
- ii. Woolpert recommends the release of 3D Companies retainage.
- iii. Woolpert requests BOAC approval and signature for Pay request #6 in the amount of \$65,031.76 (FAA: \$58,528, INDOT: \$3251.59, Local: \$3,252.17) (Motion by Mr. Chekouras, Seconded by Mr. Carmin) Motion Approved

###### b. AIP-29...SRE Building Reimbursement

- i. Grant Agreement was received on March 10 for a total reimbursement of \$169,484. (FAA: \$169,484) Due to the CARES act all FY20 AIP grants will be reimbursed by the FAA at 100%.
- ii. Pay request #1 was submitted 6/22/20 in the amount of \$135,757. The remaining \$33,727 will be requested in a final pay request at the next BOAC once final documents are received.

##### 2. AIRPORT MANAGEMENT ITEMS

###### a. Airport Management Report

- i. Airport ramp webcams have been updated and are now working properly
- ii. The anemometer on the AWOS was damaged. Parts have been ordered and will be repaired at that time.

###### b. Primary Runway/Taxiway Surface Monitoring

- a. Pavement is in overall good condition. No changes from last report.

###### c. Routine Management/Maintenance Items

- a. AWOS/AWOS Frequency: Frequency has been approved 123.625.
- b. Runway 22 Obstructions: Work has been completed. All large logs and brush have been cleared. BOAC performed walkthrough of the remaining brush to determine next steps with debris/stumps in the area.

- c. Summer Events: Roll Race Event: The roll race event was a success. No issues or discrepancies noted. This event was well attended by members of the public who observed COVID-19 distancing and safety protocols. In excess of 150 participants attended the event from 10 different states including Texas, Florida and Oregon. Airport grounds were left in excellent condition by the event organizers.
- d. Building of new hangars at the airport: The loan has been closed and the deposit has been received by the City of Marion. After a review of the plans provided, it was determined that the building did not meet National Fire Code. BOAC approved modifying plans incorporating a fire barrier on the north wall of the hangars. BOAC determined due to this change, a new quote for 11 hangars will be sought from FulFab.
- e. Guaranteed Energy Savings Contract: BOAC and Veregy Solar hosted an informational meeting with the City Council on August 6th. Veregy requested BOAC approval to proceed with obtaining quotes for the project and begin discussions for TIF financing in coordination with the BOAC. BOAC and the City Council will not accept a bond less than the term of the contract.
- f. Farm Ground Lease: The Farm ground was released for \$275/acre for 2 years.

## NEW ITEMS

- a. Replacement of the Airport Sign: Quotes are being obtained to replace the airport sign which is not functional due to electrical problems that cannot be economically repaired.
- b. Mr. Stephenson discussed the airport hangar lease to be used for all airport tenants with the BOAC. Mr. Stephenson will bring a revised document to the October meeting.

## BOARD MEMBER COMMENTS

- a. Mr. McKinney informed the BOAC that all crew cars have been fully detailed for the year.
- b. JG Bowers will begin refurbishment of Hangar J's bifold door next week.
- c. Mr. Ott requested BOAC approval for a 45ft extension on the west side of Hangar C (**Motion by Mr. McKinney, Seconded by Mr. Carmin Motion Approved**)

Next Board Meeting: Regular Monthly Meeting Scheduled for October 1, 2020

**ADJOURNMENT:** The meeting was adjourned at 2:42pm.

Name: James McKinney  
Title: President

Name: Donnie Carmin  
Title: Sec. President