

MEETING MINUTES

MARION BOARD of AVIATION COMMISSIONERS

October 1, 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 October 1, 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	Corey Harper	JMS, Inc
Jordan Ashley	Admin/ Rep to City, BOAC		

REVIEW OF MINUTES:

The September 3, 2020 minutes were read for approval. (Motion by Mr. Carmin, Seconded by Mr. Chekouras) Motion Approved

RECURRING ITEMS:

1. AIRPORT IMPROVEMENT PROJECTS

- a. **AIP-28...T-Hangar Taxiway Construction**
 - i. Construction is complete. Working through final paperwork in preparation for grant close-out.
- 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.
 - iii. Final grant close-out paperwork was uploaded to the FAA on 9/18/20. Waiting on FAA approval for final pay request

2. AIRPORT MANAGEMENT ITEMS

- a. **Airport Management Report**
 - i. Air Marion, being within 90 days of their contract end date, gave notice of their desire to exercise their option to extend the airport management contract for another 5 years.
 - ii. Airport Inspection occurred last week. Minor discrepancies were noted and those items have been addressed.
 - iii. Final mows are expected within the next few weeks. Equipment will be winterized and preparations will begin for snow removal operations.
 - iv. Flight training is going well, general airport traffic is picking up.
- b. **Primary Runway/Taxiway Surface Monitoring**
 - a. The pavement is in overall good condition. No changes from the last report. Runway numbers are going to be repainted by the FBO.
- c. **Routine Management/Maintenance Items**

- a. AWOS/AWOS Frequency: Frequency has been approved 123.625. AWOS has been repaired and is functioning normally.
- 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 the next steps with debris/stumps in the area.
- c. Building of new hangars at the airport: The loan has been closed and the deposit has been received by the City of Marion. Construction Design Release application was received on 9/30. Local permits are forthcoming on this project. Construction is expected to begin within two weeks of receipt of permits. Steel delivery is expected to occur in late Q4.
- d. Guaranteed Energy Savings Contract Solar Project: The BOAC met with Mr. Harper to clarify the bonding and financing options for this project. BOAC authorized JMS to seek financing on behalf of the BOAC for this project. **(Motion by Mr. Ott, Seconded by Mr. Carmin) Motion Approved**
- e. New T-Hangar Lease Agreement: The lease agreement for the hangars was reviewed by the BOAC. All current tenants will be asked to sign the new agreement by the start of 2021. BOAC accepted the lease agreement as presented by Mr. Stephenson. **(Motion by Mr. Chekouras, Seconded by Mr. Carmin) Motion Approved**
- f. Hangar C Lease Agreement: The hangar C lease for Mr. Ott was reviewed by the BOAC. BOAC accepted the lease agreement as presented by Mr. Stephenson. BOAC also approved the passenger care area in hangar C. **(Motion by Mr. Carmin, Seconded by Mr. Chekouras, Mr. Ott Abstained) Motion Approved.**
- g. Hangar D: The BOAC requested that a letter be sent to the owner of Hangar D to address the use of the hangar for purposes other than the storage of aircraft. Mr. Stephenson will send this notice to the hangar owner on behalf of the BOA.

NEW ITEMS

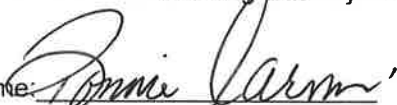
- a. Mr. McCroskey reviewed the HEROS Act with the BOAC and the impact it could have on GA airports should it be passed by congress.
- b. Replacement of airport sign: Mr. Darlington informed the BOAC of the status of the current airport sign. Due to age, maintenance of the sign is becoming more difficult. Quotes were received and reviewed by the BOAC for the replacement of the current sign with an LED video panel. Due to cost, the BOAC directed Mr. Darlington to seek quotes for repair of the current sign and additional sign companies.


BOARD MEMBER COMMENTS

- a. Mr. McKinney informed the BOAC that the door of Hangar J is in the process of being repaired due to water accumulation.
- b. The BOAC requested that the maintenance of the courtesy cars be completed prior to winter.

Next Board Meeting: Regular Monthly Meeting Scheduled for November 5, 2020

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

Name: 
 Title: _____

Name: 
 Title: _____