

MEETING MINUTES
MARION BOARD of AVIATION COMMISSIONERS
February 4, 2021

*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 February 4, 2021 at the Marion Municipal Airport.

Attending Were:

Jim McKinney (Teleconference)	President, BOAC	Andy Darlington	Air Marion, Inc
Ronnie Carmin	Vice-President, BOAC	Ryan McCroskey	Woolpert, Inc
Randy Chekouras	Treasurer, BOAC	Deb Cain (Teleconference)	City Council
Dwight Ott	Secretary, BOAC		
Mark Johnson	Member, BOAC		
Jordan Ashley	Admin/ Rep to City, BOAC		

REVIEW OF MINUTES:

January 7, 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. Awaiting grant close-out letter
- b. **AIP-29...SRE Building Reimbursement**
 - i. Awaiting grant close-out letter
- c. **Future AIP-31: Construct T-Hangar Taxiway (Phase 3)**
 - i. AIP Pre-application was submitted on 11/27/2020. Total project cost estimated at: \$512,495. Expected contributions for the project are: FAA: \$461,245, INDOT: \$25,625, Local: \$25,625
 - ii. Woolpert requests BOAC approval for Design/Engineering Services in the amount of \$25,000 (FAA: \$22,500, INDOT: \$1,250, Local: \$1,250) **(Motion by Mr. Johnson, Seconded by Mr. Carmin) Motion Approved**

2. AIRPORT MANAGEMENT ITEMS

- a. **Airport Management Report**
 - i. Snow removal equipment is all functioning as expected.
 - ii. MZZ has a new aircraft on the field. Two additional aircraft are expected to be on the field within the next few months.
 - iii. Air Marion will host Indiana Wesleyan University ROTC Aviation Cadets June 12 - August 7.
 - iv. The Roll Race Event has requested August 14th for the event date and paperwork for the event has begun.
 - v. The High School Aviation Program is operating at a reduced level due to COVID and the school's modified schedule.
- b. **Primary Runway/Taxiway Surface Monitoring**
 - a. The pavement is in overall good condition with recent snowfall. All surfaces are currently clear.

c. **Routine Management/Maintenance Items**

- a. Building of new hangars at the airport: Construction operations have begun on the T-Hangar. Construction is expected to be completed within four weeks as long as winter weather is conducive to construction.
- b. PHI Hangar Inquiry: Operations are expected to begin on March 15. Awaiting security deposit from PHI prior to beginning operations.
- c. Clearing of the north end of Runway 22: BOAC is awaiting contact from Glendale Lake Association to clarify clearing of this area.
- d. MZZ Solar Project: Awaiting contact from JMS to schedule the next meeting to discuss the project further.
- e. CIP for 2022-2026: CIP was submitted to INDOT on 2/1/21. CIP was also sent to City Council Members in January.
- f. Terminal/Airport Signage: Letters are in and waiting on Install. Electric sign is supposed to arrive on February 22nd.

NEW ITEMS

- a. Insurance Coverage: Mr. Ashley reported to the BOAC on our current insurance coverage. As a part of this Mr. McKinney asked Mr. Ott and Mr. Johnson to conduct a review of all airport property and equipment.
- b. Hangar B North Field: BOAC discussed the continued use of the existing farm ground north of Hangar B and the new hangars under construction. BOAC elected to remove the field from crop service and convert it into a grass field.
- c. Grant Oversight Risk Assessment: Mr. McCroskey presented the Grant Oversight Risk Assessment to the BOAC. BOAC approved the assessment as presented.

BOARD MEMBER COMMENTS

- a. Status of EMS Tower: Mr. Ott expressed concern about the EMS tower South East of the airport as it appears to be in or near the approach corridor to Runway 4. This will be investigated.
- b. Portable Jet Fuel Tank: BOAC discussed AMI purchasing a portable fuel tank for PHI helicopter to use as opposed to moving a static tank to another location. BOAC supports AMI in this purchase.

Next Board Meeting: Regular Monthly Meeting Scheduled for March 4, 2021

ADJOURNMENT: The meeting was adjourned at 2:37 pm.

Name: _____

Title: _____

Name: _____

Title: _____