

MEETING MINUTES

MARION BOARD of AVIATION COMMISSIONERS

August 5, 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 August 5, 2021, at the Marion Municipal Airport.

Attending Were:

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

REVIEW OF MINUTES:

July 1, 2021, minutes were read for approval. **(Motion by Mr. Johnson, 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-31...Coronavirus Response and Relief Supplemental Appropriations Act Grant**
 - i. Awaiting grant close-out letter.
- c. **AIP-32: Construct T-Hangar Taxiway (Phase 3 West Side Taxiway)**
 - i. Total project cost \$486,794. Expected contributions for the project are: FAA: \$486,794, INDOT: \$0, Local: \$0. Grant offer received on 7/15/2021. Construction is expected to begin by 10/1/2021
 - ii. Woolpert requests BOAC approval on Contract Addendum #1 Construction services for Construct T-Hangar Taxiway (Phase 3) in the amount of \$69,000. **(Motion by Mr. Carmin, Seconded by Mr. Johnson) Motion Approved**
 - iii. Woolpert requests BOAC approval of HIS Constructors Inc contract for Construct T-Hangar Taxiway (Phase 3) in the amount of \$392,293.50. **(Motion by Mr. Chekouras, Seconded by Mr. Johnson) Motion Approved**
 - iv. Woolpert requested BOAC approval on Pay Request #1 in the amount of \$20,400 for Woolpert Invoice 2021009791. **(Motion by Mr. Chekouras, Seconded by Mr. Johnson)**
- d. **AIP-33: American Rescue Plan Act of 2021 (Airport Rescue Grant)**
 - i. AIP Grant Agreement for federal assistance was received on 7/15/2021 for \$32,000

2. AIRPORT MANAGEMENT ITEMS

- a. **Airport Management Report**
 - i. 8/6 will be the last day for the JROTC summer aviation academy. To date 13 of 17 students have passed their check rides. This program will return in 2022.

- b. **Primary Runway/Taxiway Surface Monitoring**
 - a. All runway/taxiway surfaces are in good condition, prnc. Foliage on the runways and taxiways has been chemically treated.
- c. **Routine Management/Maintenance Items**
 - a. Building of new hangars at the airport: Exterior structure is up. Construction is completed. Currently working on punch list items prior to releasing the final payment on the hangar. Three hangars are now occupied.
 - b. PHI Operation: PHI Helicopter made on average more than one medical run per day in August.
 - c. MZZ Solar Project: BOAC grants Mrs. Cain authority to begin necessary discussions with legal/governmental parties to move forward with this project. **(Motion by Mr. Carmin, Seconded by Mr. McKinney) Motion Approved**
 - d. Summer Events at the Airport: Roll race airspace study/paperwork submitted to the FAA on 5/9/2021. Fly-In/Cruise-In paperwork has also been submitted. The Roll race event will be on-site on 8/11 to prepare for the event next weekend.
 - e. Runway 15 Obstruction: A plan has been put in place to remove the obstructions noted by the FAA on the approach end of Runway 15. Mr. Stephenson has communicated with the landowners. Mr. Darlington will communicate with the landowners to determine the next steps to clear the obstructions.
 - f. Water and Sewer at the Airport: Mr. Chekouras and Mrs. Cain met with the Mayor regarding utilizing governmental ARPA funds to bring water and sewer to the airport. Discussions are continuing with the County and other organizations that use the airport on a regular basis.

NEW ITEMS

- a. 2022 BOAC Budget: Mr. Ashley presented the proposed 2022 budget to the BOAC for approval. BOAC approves and recommends the 2022 budget to the City Council for ratification. Mr. McKinney will present the budget to the City Council at their August budget meetings. **(Motion by Mr. Johnson, Seconded by Mr. Chekouras) Motion Approved**
- b. Signage at the airport: BOAC discussed the addition of signage on the airport fence to clearly identify airport property.
- c. MZZ Hangar 3 Lease: MZZ Hangar 3 association requested an early extension of their land lease. Upon review of the current lease, it was determined that the lease expires on 12/31/2026. Mr. Stephenson will confirm the allowable length of time that their lease could be extended per statute and the extension will be within the timeframe. **(Motion by Mr. Johnson, Seconded by Mr. Carmin) Motion Approved**

BOARD MEMBER COMMENTS

- a. Mr. McKinney was on local radio recently promoting the airport.

Next Board Meeting: Regular Monthly Meeting Scheduled for September 2, 2021

ADJOURNMENT: The meeting was adjourned at 3:00 pm.