

MEETING MINUTES
MARION BOARD of AVIATION COMMISSIONERS
November 6, 2025

*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 2, 2025, at the Marion Municipal Airport - McKinney Field.

Attending Were:

Ray Dosh	President, BOAC	Andy Darlington	Air Marion, Inc
Mark Johnson	Vice-President, BOAC	Ryan McCroskey	Woolpert, Inc
Randy Chekouras	Treasurer, BOAC	Mike Cline	Marion City Council
Dwight Ott	Secretary, BOAC	Kyle Persinger	Spitzer, Herriman
Matthew Huskey	Member, BOAC	Eileen LeMaster	Bookkeeper, BOAC

REVIEW OF MINUTES:

1. The minutes of October 2, 2025, were read for approval. **Motion to approve by Mr. Chekouras, seconded by Mr. Johnson.** None opposed. **Motion passed.**

RECURRING ITEMS:

AIRPORT IMPROVEMENT PROJECTS

a. AIP-34: Construct Partial Parallel Taxiway toward Runway 33 (Design)

The AIP Grant for federal assistance was received for \$147,150 on August 5, 2022, for design.

<u>Grant Agreement</u>		<u>Anticipated Design Costs</u>	
FAA (90%)	\$147,150.00	Design Services Contract	\$159,500.00
INDOT (5%)	\$ 8,175.00	Independent Fee Estimate	<u>\$ 4,000.00</u>
Local (5%)	<u>\$ 8,175.00</u>		
TOTAL	\$163,500.00	TOTAL	\$163,500.00

Woolpert reports that unfortunately, the FAA and INDOT have indicated limited funding available in 2026 for the completion of the taxiway extension. INDOT is determining if a phased approach would be beneficial. Woolpert is working to split the project up into two schedules of work – grading and drainage, paving and electrical.

<u>Grading and Drainage</u>		<u>FY26 Paving and Electrical FY27</u>	
FAA (95%)	\$1,216,370.00	FAA (90%)	\$1,505,520.00
INDOT (2.5%)	\$ 32,010.00	INDOT (5%)	\$ 83,640.00
Local (2.5%)	<u>\$ 32,010.00</u>	Local (5%)	<u>\$ 83,640.00</u>
TOTAL	\$1,280,389.00	TOTAL	\$1,672,800.00

b. Future (BIL) IIJA : Airport Infrastructure Grant (Allocated)

Funding Allocation	
2022	\$159,000.00
2023	\$292,000.00
2024	\$294,000.00
2025	\$282,000.00
2026 (Anticipated)	<u>\$292,000.00</u>
	\$1,319,000.00

AIG-36	<u>\$883,737.00</u>
Remaining	\$435,263.00

c. **AIP35: Install Runway “22” PAPI and Cable:** Woolpert stated the Federal grant agreement of \$267,300.00 was received September 5, 2024, to cover 90% of the total project cost of \$297,000.00 and broken down as follows:

Grant Agreement		Anticipated Design/Const. Costs	
FAA (90%)	\$267,300.00	Woolpert Contract	\$ 84,460.00
INDOT (5%)	\$ 14,850.00	Construction Contract	\$194,387.00
Local (5%)	<u>\$ 14,850.00</u>	Airport Expenses (Flt Ck)	<u>\$ 18,153.00</u>
	\$297,000.00		\$297,000.00

Final close-out documents were uploaded for FAA review on August 26, 2025. Final request for reimbursement won't likely be approved until mid-November.

d. **AIG/IIJA36: Install Jet A Fuel System (Design & Construction):** The federal grant agreement of \$883,737.00 was received August 26, 2025, to cover 95% of the total project cost for \$930,250.00 and broken down as follows:

Anticipated Grant Agreement		Anticipated Design/Const. Costs	
FAA (95%)	\$883,737.00	Woolpert Design Services Contract	\$115,084.00
INDOT (2.5%)	\$ 23,256.00	Woolpert Constr. Services Contract	\$127,235.00
Local (2.5%)	<u>\$ 23,257.00</u>	Construction Contracts (Estimated)	\$675,431.00
		Airport Expenses (IFEs, Audit)	<u>\$ 12,500.00</u>
TOTAL	\$930,250.00	TOTAL	\$930,250.00

Woolpert reports Strebig has submitted the required equipment cutsheets for approval. Woolpert and Roundtable Technical Resources are currently conducting a thorough review to ensure completeness and accuracy. Strebig is anticipating opening and removing the 100LL tank as early as January. Woolpert anticipates a preconstruction meeting to be scheduled in December.

e. **Local Install 100 LL Fuel System (Design & Construction):** Additional information is contained under the Jet A Fuel System. The FAA determined that the design and installation of a 12,000-gallon 100LL fuel system would not be eligible for Federal funding.

Grant Agreement		Anticipated Design/Const. Costs	
FAA (0%)	\$0.00	Woolpert Design Services Contract	\$63,795.00
INDOT (0%)	\$0.00	Woolpert Constr. Services Contract	\$68,106.00
Local (100%)	\$835,780.00	Construction Contracts (Estimated)	\$631,259.00
		Brooks Construction Contract	\$65,120.20
		Airport Expenses (Est. Permitting)	<u>\$7,500.00</u>
TOTAL	\$835,780.00	TOTAL	\$835,780.00

Woolpert reports Strebig has submitted the required equipment cutsheets for approval. Woolpert and Roundtable Technical Resources are currently conducting a thorough review to ensure completeness and accuracy. Strebig is anticipating opening and removing the 100LL tank as early as January. Woolpert anticipates a preconstruction meeting to be scheduled in December.

Miscellaneous Engineering Report: Woolpert reports that the airport has been allocated the next round of IIJA funding for approximately \$285,000.00. Woolpert discussed the plan through 2031. Discussion was held regarding the cost estimates for future projects. Woolpert requested approval for Mr. Dosh's signature to be able to submit the CIP due on December 1, 2025. **Mr. Johnson moved to authorize Mr. Dosh's signature on the CIP, Mr. Chekouras seconded.** None opposed. **Motion passed.**

AIRPORT MANAGEMENT ITEMS

a. **Pavement Condition Report:** Mr. Darlington reported that the State mentioned an opportunity for reimbursement for airport marking and pavement maintenance. It is a maintenance grant available up to \$150,000.00 to get crack sealing and painting on the runways. INDOT is supposed to send out guidance on how to apply for the grant. The grant won't pay out until 2027. Mr. Darlington states that the paint everywhere except the runway 22 numbers is faded.

Mr. Darlington reported that PHI had a concrete pad installed in front of the maintenance hangar. It looks good and they have requested permission to paint an H and their logo on the pad.

b. **Hangar and PHI Contracts:** Mr. Darlington stated PHI returned the contract with changes and he provided it to Mr. Persinger. Mr. Persinger discussed the changes that were made to the contract. Discussion was held regarding the changes. The Board instructed Mr. Persinger to alter the changes that PHI made and resubmit the contract to PHI with Mr. Dosh's signature. **Mr. Johnson made a motion to approve the contract for Mr. Dosh's signature with the changes discussed. Mr. Ott seconded. None opposed. Motion approved.**

c. **Airport Managers Report:** Mr. Darlington reported the trick or treat event with Stat Flight went very well. It was very well attended and estimated to be 500 – 600 people. Parking was a small issue for Mr. Darlington and he will have more people on hand for the next event. Mr. Darlington thought it was a positive event and well received by those who attended.

Mr. Darlington stated Air Marion replaced some cables on the Hangar J door and are preparing the airport for the cold weather.

d. **Routine Management/Maintenance Item:** Mr. Darlington stated the carpets and chairs were cleaned by Stanley Steemer yesterday. One of the GMC trucks has a transmission issue, and a local company is taking care of that. Mr. Darlington presented two estimates for terminal building HVAC units from Ashmore Heating and Cooling. The south unit needs a board replaced and the north unit needs to be completely replaced. Mr. Darlington was directed to obtain additional quotes from other HVAC contractors and order the work done by the contractor with the lowest quote. **Mr. Ott moves to authorize the work be completed by the contractor with the lowest quote. Mr. Johnson seconds. None opposed. Motion approved.**

e. **Runway 22 approach path trees:** Mr. Darlington spoke with the State inspector who recommended the Board contact the FAA and explain the situation and the mitigation that has already been done. The Inspector didn't believe it was necessary to have the FAA measure the trees.

AVIATION ACADEMY UPDATES

Mr. Johnson reports that they are pursuing a grant for a new education center. This would include infrastructure and building construction. The grant is through the Economic Development Administration. It is for up to \$20,000,000.00 and the split 80/20. This is a partnership with Indiana Wesleyan University. It would add airplane maintenance, increase flight instruction capacity, and add the drone program. Mr. Johnson presented a sketch of the desired facility. Mr. Johnson presented a preliminary floorplan. Mr. Johnson has been meeting with Indiana Wesleyan University to coordinate the planning. Discussion was held about the capacity of the plans and anticipated changes for the airport infrastructure. Mr. Johnson explained it would expand the summer program significantly.

SOLAR FARM STATUS

Corey Harper provided the Board with a commissioning report and production reports. Mr. Harper stated the solar system is overproducing. Discussion was held regarding the amount of electricity used since 2021. Mr. Harper is going to gather information regarding actual electricity use by the airport and provide an update on the benefit of the solar panels.

ADDITIONAL LOAN PAYMENT

Mr. Dosh discussed the opportunity to make an additional payment on either the hangar loan, the tractor loan or the solar panel loan. Discussion was held regarding authorizing making an extra payment. **Mr. Johnson made a motion the Board authorize an additional payment on whichever of the three loans with the highest interest rate. Mr. Ott seconded the motion. None opposed. Motion passed.**

NEW ITEMS

No items were forthcoming.

BOARD MEMBER COMMENTS:

Next Board Meeting: The next Regular Monthly Meeting is scheduled for December 4, 2025, at 1:30 pm.

ADJOURNMENT: The meeting was adjourned at 3:14 pm.

Name: Raymond C. Clark
Title: President