

CITY OF PLYMOUTH BOARD OF AVIATION COMMISSIONERS

City of Plymouth Board of Aviation Commissioners met in regular session June 11, 2019 at 6:30 p.m. in the Council Chambers, 124 N Michigan Street, Plymouth, Indiana.

President Bockman called the meeting to order for Commissioners:

Roll Call.

Present: Phil Bockman, Ken Houin, Kevin Morrison.

Absent: Steve Hupka, Joe Mersch.

Approve Minutes of Regular Session May 14, 2019

Commissioners Houin and Morrison moved and seconded to approve minutes of regular session May 14, 2019. The motion carried.

Airport Manager's Report: Bill Sheley

To: Plymouth Board of Aviation Commissioners

From: Bill Sheley, Manager, Plymouth Municipal Airport

Subject: June BOAC Meeting Report

1. Aeromotive: Building is up, final finishing work being done.
2. Property replat done.
3. \$2000 in service work on old tractor and mower.
4. 32 Students accepted in Fall program.
5. Culver Academies summer program starts on 17th with Discovery Flights.
6. FAA Based Aircraft Report-at 32-highest in history of airport, was 17 in June 2017
7. Getting estimates for new hangar building to plan budget towards new construction.
8. Monthly Sales: March=\$3,595.23, April=\$3,372.56, May= \$8,597.53
9. May #4 signed Guest Register, #3 signed out car, #49 fuel purchases
10. Runway & Grounds Inspection Report: Attached

Regards, Bill Sheley, Manager C65

Sheley provided an update on Aeromotive and the status of their private hangar. The hangar is built and the Sherks are working with the city and NIPSCO to get utilities to the building. They are hoping to have occupancy by the end of June.

There was discussion regarding the cost to build a new hangar. Sheley is working on getting some quotes and some ideas so that the budget can be planned out.

Sheley said that the ALP advisory committee met earlier in the day on June 11th. One thing that was discussed was adding the widening the runway to 100-ft on the project list of the Airport Layout Plan. The FAA could potentially help with funding if money becomes available, but it would be far enough down on the list that that it won't take away from what is already planned.

Sheley said that with the way plans are laid out, we expect that the parallel paved taxiway would take 3 years beginning next year. There was discussion about having a meeting with the local FAA office to discuss fast-tracking the project. City officials and local representatives could be part of the meeting to discuss the increased activity at the airport and why we feel the parallel paved taxiways project should be funding sooner.

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Sheley gave a report to city council yesterday updating them on what is happening at the airport including the new private hangar and the flight school.

The board discussed hiring a part time employee to help with mowing, shoveling snow, etc. and free up Sheley's time. They also discussed establishing a routine schedule of upkeep / maintenance of all the areas at the airport that have been updated over the last several years so the city is being proactive and not reactive to the general upkeep of the property.

There was discussion regarding non-compliance from a hangar renter. This tenant has not provided the required documentation under the city's new lease agreement policy. City Attorney Surrisi has been in contact with the tenant's attorney.

Acceptance of Correspondence

- Runway and Grounds Inspection Report (distributed at meeting)
- April 2019 Financial Reports

Motion: Acceptance of Correspondence

Action: Approve

Moved by Kevin Morrison, **Seconded by** Ken Houin.

Motion passed unanimously.

Adjournment

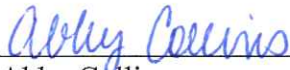
Motion: Adjournment

Action: Adjourn

Moved by Kevin Morrison, **Seconded by** Ken Houin.

Motion passed unanimously.

The meeting adjourned at 7:03 p.m.



Abby Collins
Recording Secretary