

CITY OF PLYMOUTH BOARD OF AVIATION COMMISSIONERS

Regular Session
February 12, 2019

The Board of Aviation Commissioners of Plymouth, Indiana, met in regular session on February 12, 2019 at 6:30 p.m. in the Council Chambers, 124 N Michigan St., Plymouth, Indiana.

President Bockman called the meeting to order for Commissioners:

Present: Phil Bockman, Ken Houin, Joe Mersch.

Absent: Steve Hupka, Kevin Morrison.

Commission Members Houin and Mersch moved and seconded to approve the minutes of Regular Session January 8, 2019. The motion carried.

Other Business

Brad Sherk, local business owner, addressed the commission. He is interested in building a private hangar at the Plymouth Municipal Airport. He has a passion for aviation, wants to help the airport grow, and help the local youth get involved in aviation.

Commissioner Houin asked Mr. Sherk for his thoughts about flood plain issue. Sherk said he does not see it as an issue. Houin said the only restriction that can be found at this time is federal financing, which Sherk will not be seeking. There was additional discussion about adding fill to the area and possibly raising the building above the special flood hazard level (see page 6 of Attachment A).

Houin asked if the yellow square on the map is the proposed building site. Sherk and Airport Manager Bill Sheley both said yes. Sheley said the water and sewer departments checked the pipes and drains in the area. Utility Superintendent Davidson confirmed with Sheley that there is no issue with Sherk building over on this area because the pipes are in good condition.

Sheley is working with a local surveyor rather than Woolpert to help replat and condense the airport-owned parcels into one.

Mersch asked if lease agreements are in place. City Attorney Surrisi said those negotiations are still in the works, but he will draft a lease agreement for the commission to review. Sheley said the standard agreement according to the FAA compliance manual is a 30- to 50-year lease agreement, with a maximum threshold of 50 years.

Bockman asked what the next step will be. Sheley said he is working on the airport property replat. Houin asked how many airports have multiple properties. Shillington said that probably 99% of airports have multiple property lines. Sheley feels the city might as well just replat the whole airport now so there are no issues with sets back and development standards when buildings are being constructed. There was discussion regarding the submission of FAA form 7460, which is a notification to the FAA about construction or alteration on or near airport property.

There was discussion about insurance coverage. Mr. Sherk will personally own the hangar and be responsible for his own insurance coverage. Sheley said the airport currently carries an \$8 million policy for the city's own buildings. Bockman asked about utilities. It was determined that he will have his own utilities that will be metered on their own.

Motion: Approval to move forward. Pending 50-year lease agreement.

Action: Approve

Moved by Joe Mersch, **Seconded by** Ken Houin.

Motion passed unanimously.

Airport Engineer Mark Shillington handed out information regarding pending bills that are being discussed at the state house. The sheet reviews how the bills would impact airports.

Shillington said he met with Airport Manager Sheley and finished some things up on the airport layout plan. He said there are really only about five trees that are an obstruction and they are all around the hotel. There has been discussion about potentially acquiring this property in the future for airport use. It was discovered also that there is also a pole at Michiana Contracting that is 2.32 feet too tall. Shillington is going to make some exhibits and drawings based on his discussion with Sheley to present to the ALP subcommittee, so they can discuss some decisions that will need to be made.

Shillington presented a Woolpert invoice for work through the end of 2018, totaling \$22,162.72. Pay request #6 has the following breakdown:

- FAA: \$19,946.00
- State: \$1,108.14

Shillington said 53% done of the grant project is complete.

Motion: Approve Pay Request #6 and the Woolpert Invoice as presented

Action: Approve

Moved by Ken Houin, **Seconded by** Joe Mersch.

Motion passed unanimously.

Discussion about pending legislation.

To: Plymouth Board of Aviation Commissioners

From: Bill Sheley, Manager, Plymouth Municipal Airport

Subject: February BOAC Meeting Report

1. New Pilots Lounge complete with new TV.
2. Remodeled stairs in Alpha Flight suite. Removed carpet, painted white and non-slip treads.
3. Lost internet /phones for 2 days and Hard Drive-have new computer w/all info recovered.
4. My old computer w/new hard drive going in lounge for flight planning.
5. New light controls for CTAF change due 2/25
6. New panic bar door due for Alpha Flight when weather breaks.
7. Working on getting quotes for HD cameras to replace existing.
8. Monthly Sales: Nov= \$4,494.80, Dec= \$7,365.89, Jan=\$4,393.37
9. January #10 signed Guest Register, #9 signed out car, #33 fuel purchases
10. Runway & Grounds Inspection Report: Attached

Regards,
Bill Sheley
Manager C65

Airport Manager Bill Sheley said the AlphaFlight school has been busy with 6-8 full time students already. Shillington noted that he attended the Indiana Aviation luncheon last week and the marketing director gave AlphaFlight and the high school program a plug to the assembly, so it is already gaining statewide recognition.

Sheley introduced Anthony Kosinski, the VP of Operations at Michiana Aircraft Service. Due to the conversations that the airport has had with Brad Sherk about building a private hangar, this company has shown an interest in possibly having a presence at our airport with a private hangar. Interest in building at our airport. Using AlphaFlight right now, getting them business over the last year.

Sheley told the board that during the process of updating the airport's layout plan, one of the studies conducted by Woolpert was the crosswind components for our runway. Shillington confirmed that if less than 95% of the airport's wind component is not within 13 knots of being down our runway, then there is a possibility of asking the FAA for funding to widen our runway another 25 feet. Shillington said that the FAA wants to promote safety and one safety concern is the crosswind severity. FAA basic standard says that if a runway has crosswinds over 13 knots for more than 5% of the time, then the FAA could approve the widening of a runway. He explained that the Plymouth airport could potentially have a runway one class higher than what it qualifies for which would mean the FAA could justify widening the runway from 75-foot to 100-foot wide runway. Sheley said this is something the airport will explore, especially with the expansion for training programs, as a pilot-in-training would need a runway as large as it can get to help teach them how to handle crosswinds. There is a potential for new customers and new turbine traffic, so if this is a possible avenue to get our runway widened, we should at least explore the possibility. Sheley noted that it would not change the airport's category of runway, so the taxiway requirements would not be affected. Houin asked if the expansion would be half to the north and half to the south or all on one side. Sheley said he would prefer the widening be all to the south. This would mean fences and tree lines do not have to be moved, plus only one set of runway lights would need to be moved.

Mersch asked if the drainage/wet spots were fixed. Sheley said no because it is expensive to fix. He explained that it has not been a huge issue. There are several very wet spots, but the cost to buy just the culvert would be at least \$225,000. Sheley said the drainage will have to be redone with the addition of the taxiways, so it is something to address at that time. The hope is to have help paying for this using federal funding.

President Bockman discussed the correspondence received for tonight's meeting:

- Runway and Grounds Inspection Report (distributed at meeting)
- December 2018 Financial Reports

Motion: Acceptance of Correspondence

Action: Approve

Moved by Ken Houin, **Seconded by** Joe Mersch.

Motion passed unanimously.

Motion: Adjournment

Action: Adjourn

Moved by Joe Mersch, **Seconded by** Ken Houin.

Motion passed unanimously

The meeting adjourned at 7:18 p.m.

Abby Collins

Abby Collins, Recording Secretary