

**MEETING MINUTES**  
**MARION BOARD of AVIATION COMMISSIONERS**  
**May 7, 2020**

*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*

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Be it remembered that the City of Marion (Indiana) Board of Aviation Commissioners met at 1:30 p.m. on April 9, 2020 at the Marion Municipal Airport.

**Attending Were:**

Jim McKinney	President, BOAC	Andy Darlington	Air Marion, Inc
Ronnie Carmin	Vice-President, BOAC	Ryan McCrosky	Woolpert, Inc
Randy Chekouras (Telecom)	Treasurer, BOAC	Phil Stephenson	Board Attorney
Dwight Ott	Secretary, BOAC	<del>Deb Cain</del>	<del>City Council</del>
<del>Arndt Mueller</del>	<del>Member, BOAC</del>	Mark Johnson	CIM, Inc
Jordan Ashley	Admin/ Rep to City, BOAC		

**REVIEW OF MINUTES:**

The April 9, 2020 minutes were read for approval. **(Motion by Mr. Chekouras , Seconded by Mr. Carmin) Motion Approved**

**RECURRING ITEMS:**

**1. AIRPORT IMPROVEMENT PROJECTS**

**a. AIP-28...T-Hangar Taxiway Construction**

- i. Construction is anticipated to begin on 5/29. Preconstruction conference will be held the week of 5/11. Mr. McCroskey noted that construction may temporarily impact tenants on the west side of Hangar B.
- ii. Woolpert Requests BOAC approval of Pay Request #3 in the amount of \$13,471.48 for Woolpert, C&S Engineers, and Vectren Energy Invoices (\$10,100, \$2,500, \$871.48 respectively) FAA - \$12,124, INDOT - \$673.57, Local - \$673.91. (5.86% of total grant) **(Motion by Mr. Carmin, Seconded by Mr. Ott) Motion Approved**

**b. AIP-29...SRE Building Reimbursement**

- i. Grant Agreement was received on March 10 for a total reimbursement of \$169,484. (FAA: \$169,484) Due to the CARES act all FY20 AIP grants will be reimbursed by the FAA at 100%.
- ii. Woolpert requests signature approval on Pay Request #1 and Grant Amendment once it is received. **(Motion by Mr. Ott, Seconded by Mr. Carmin) Motion Approved**

**2. AIRPORT MANAGEMENT ITEMS**

**a. Airport Management Report**

- i. FBO is back open. Rentals operations have resumed while complying with appropriate CDC guidelines.
- ii. FBO has implemented CDC guidelines while being open for business.

**b. Primary Runway/Taxiway Surface Monitoring**

- a. No significant changes noted as of this meeting.

**c. Routine Management/Maintenance Items**

- a. AWOS/AWOS Frequency: Frequency has been approved. Information regarding transmission equipment is needed to proceed with assigning the frequency. The FCC has requested additional paperwork to complete this process.
- b. Runway 22 & 33 Obstructions: BOAC is working with the City of Marion to create an email account in order to create an account on the FAA. Website to update the change in obstructions. Consent has been received to finish clean up on the north end of RW22. A contractor has been sourced to remove existing debris and stumps. Work is expected to begin soon.
- c. Summer Events: Due to COVID-19, the BOAC will make a determination on summer events at the June meeting.
- d. Building of new hangars at the airport: The building of a box hangar north of the maintenance hangar was not approved due to airspace restrictions. A proposal has been received for the construction of 8 full fab t-hangars adjacent to the new taxiway west of Hangar B in the amount of \$378,707. Mr. Stephenson will seek quotes for this project from financial institutions. **(Motion by Mr. Carmin, Seconded by Mr. Ott) Motion Approved**
- e. Guaranteed Energy Savings Contract: One RFP was received from Veregy Solar. The BOAC accepted the proposal and will make a determination on the project at the June meeting.
- f. Potential Helicopter Tennant: Due to airspace restrictions noted above, the hangar that was to be built is unable. Potential tenant is reconsidering options for the airport

**NEW ITEMS**

- a. Care's Act Grant: \$69,000 was granted for economic relief from the CARE's Act.
- b. The signed lease agreement has been received from the new owner of Hangar G.

**BOARD MEMBER COMMENTS**

- a. Mr. McKinney informed the BOAC that he has received the resignation of Mr. Mueller from the Board of Aviation effective at the close of the May 7th meeting. Mr. McKinney and the Board gratefully acknowledged Mr. Mueller's 30 years of service to the Board of Aviation. Mr. Mueller was wished well in his future endeavors.

**Next Board Meeting**: Special Meeting Scheduled for May 19th at 1:00pm. Regular Monthly Meeting Scheduled for June 4, 2020

**ADJOURNMENT**: The meeting was adjourned at 3:16 pm.

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_