

## CITY OF PLYMOUTH BOARD OF AVIATION COMMISSIONERS

City of Plymouth Board of Aviation Commissioners met in regular session September 8, 2020 at 6:32 p.m. in the Council Chambers, 124 N. Michigan Street, Plymouth, Indiana.

President Phil Bockman called the meeting to order for Commissioners Ken Houin, Steve Hupka, Joe Mersch, and Kevin Morrison.

Airport Manager Bill Sheley, Deputy Clerk Treasurer Abby Collins, and City Attorney Sean Surrisi were also present.

### Approve Minutes of Regular Session August 11, 2020

Commissioners Hupka and Morrison moved and seconded to approve the minutes of regular session August 11, 2020. The motion carried.

### Airport Manager's Report

To: Plymouth Board of Aviation Commissioners

Subject: September 2020 BOAC Meeting Report

1. Runway markings "28" and "10" and 28 "1,000" aiming markers have been repainted. Approximately \$1,050.00 in paint (45 gallons). Planning to request a PO to get paint for runway "10" 1,000' aiming markers (expect 20 gallons @ \$450.00 total)
2. An inground magnetic safety loop and automatic opener magnetic loop on inside of gate have been installed, waiting on a new timer for gate repair to be complete.
3. Zach has started installing privacy fence between north side of "A" hangar and Sherk hangar.
4. Monthly Sales: June '20=\$11,338, July '20= \$12,152.60, August= \$12,595.64
5. Runway & Grounds Inspection Report: Attached

Regards,  
Bill Sheley  
Manager C65

Airport Manager Sheley reviewed his monthly report. He also discussed the airport's 2021 budget, which has been in negotiations with the Common Council. He let the board know that they should consider increasing rental fees and potentially implementing landing fees. Sheley said charter planes are expecting to pay this fee when they land and he feels the fee could be waived if fuel is purchased. He added that the budget will include annual service maintenance for the AWOS. The cost is approximately \$5,000 per year and includes three services per year.

### Acceptance of Correspondence

- Runway and Grounds Inspection Report
- July 2020 Financial Reports

**Motion:** Acceptance of Correspondence

**Action:** Approve

**Moved by Morrison Seconded by Houin.**

Motion passed unanimously.

**Adjournment**

**Motion:** Adjournment

**Action:** Adjourn

**Moved by Morrison Seconded by Hupka.**

Motion passed unanimously.

The meeting adjourned at 7:04 p.m.

\_\_\_\_\_

Abby Collins

Recording Secretary