

# CITY OF PLYMOUTH BOARD OF AVIATION COMMISSIONERS

November 10, 2020

City of Plymouth Board of Aviation Commissioners met in regular session November 10, 2020 at 6:30 p.m. in the Council Chambers of the City Building, 124 N. Michigan St., Plymouth, IN.

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

Airport Manager Bill Sheley, Clerk Treasurer Jeanine Xaver, City Attorney Sean Surrisi, and Airport Engineer Mark Shillington, from Woolpert were also present.

Commissioners Mersch and Morrison moved and seconded to approve the minutes of regular session October 13, 2020. The motion carried.

## **Engineer's Report**

Mark Shillington reviewed his report. See attached.

The next round of ALP was submitted to Gary Wilson on September 28<sup>th</sup>. There was a commissioner's tour of the airport on Monday the 16<sup>th</sup> of November. The ALP project is on the final step at this time unless something more is required by INDOT.

Shillington reviewed the Federal Financial Form for 2020. Board Members Mersch and Morrison moved and seconded to accept the submission of the 2020 Federal Financial Form.

The invoice #3 had not been received by Woolpert at the time of the meeting. Xaver mentioned that it may have been processed on the dockets that were finished the night before. A payment of \$25,753.60 to Woolpert is due as of the Amendment No. 1 to Agreement dated August 11, 2020. Board Members Morrison and Houin moved to approve this local payment until the AIP grant was awarded in 2021.

Shillington mentioned that INDOT had invited the city and the Board of Aviation Commissioners to the CIP meeting on Thursday the 12<sup>th</sup> of November. Sheley will be working with the Clerk-Treasurer's office to put a legal ad out and notification to surrounding properties via certified mail soon for the CIP project.

## **Airport Manager's Report**

Airport Manager Sheley reviewed his report. See Attached.

## **Other Business**

Airport Manager Sheley mentioned that they have allowed for a state excise officer to park an RV in the parking lot of the Airport due to extensive training. He stated that they would be charging nominal a fee for the parking of the RV during this training. He will be running an electrical line into one of the hangers if needed.

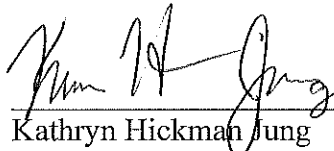
**Acceptance of Correspondence**

- Runway and Grounds Inspection Report
- September 2020 Financial Reports

Board Members Hupka and Morrison moved and seconded to accept the correspondence as present. The motion carried.

City Attorney Surrisi showed a video made by Tommy Flynn from the PHS Veteran's Day program.

There being no other business to come before the board, Board Members Hupka and Houin moved and seconded to adjourn the meeting. The motion carried. The meeting was declared adjourned at 7:32 p.m.



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Kathryn Hickman Jung  
Recording Secretary