

CITY OF PLYMOUTH BOARD OF AVIATION COMMISSIONERS

November 9, 2021

City of Plymouth Board of Aviation Commissioners met in regular session November 9, 2021 at 6:30 p.m. in the Council Chambers of the City Building, 124 N. Michigan Street, Plymouth, IN.

President Phil Bockman called the meeting to order for Commissioners Houin, Hupka, Mersch and Morrison, who were physically present. Airport Manager Bill Sheley, City Attorney Surrisi and Airport Engineer Mark Shillington, from Woolpert, were also present. The public could see and hear the meeting through Microsoft Teams.

Commissioners Hupka and Morrison moved and seconded to approve the minutes of the regular session meeting of October 19, 2021. The motion carried.

Engineer's Report

Airport Engineer Shillington updated the Commission on the Taxiway Design Project. He stated that there were no invoices to be paid at this time. He stated that after conversations with Sheley there may be a potential to add to the taxiway project which he felt would be worth pursuing. This addition would include moving the center line and widen the pavement of the Taxiway to give standard clearance.

Houin asked if it would be possible to extend the taxiway 10 feet. Shillington stated that this would move the taxiway too close to the runway center line.

Shillington stated he had spoken with Phend and Brown recently about the Grade and Drain Project, and they believe that it is less likely that they will start the groundwork yet this year. This was due to them still not having crews available to do the work. Shillington added that there was nothing critical about getting this ground work done in 2021. This could also give Phend and Brown the opportunity to pave then as well as them already having equipment and a crew dedicated to the project may lower the cost associated with the work.

Morrison asked if there was anything they needed to take action on this as they would like the project done and not just set aside due to not having workers. Sheley stated that he was also worried about this. Shillington stated that he did not believe that anything would need to be done at this time, as he would be surprised if this project was not a high priority come spring. He stated that if they were to start to hear them putting off this project farther their recourse for this would be that they could start to charge the company for damages associated with contact time. This was already included in the language of the contract for the project.

Houin asked what the set time was to complete the work after they were to start the project. Shillington stated that this would be 50 calendar days, and this would include rain, holidays and other situations.

Morrison asked if they would be monitoring the progress on this. Shillington confirmed this and stated that this was agreed upon in the contract as part of the documentation process.

Shillington informed the board about the anticipated outline of the upcoming online CIP meeting on November 15th at 9:30 AM. He stated that he had prepared a draft of the pre-application with

estimates to provide to the FAA and INDOT at the meeting for their thoughts and recommendations. Shillington asked the board to approve of the submission of pre-application to the FAA and INDOT on or before the December deadline. This would be subject to changes after review at the CIP meeting.

Commissioners Morrison and Houin moved and seconded to approve the submission of pre-application to the FAA and INDOT subject to changes. The motion carried.

The Commission and Shillington spoke about the opportunities for the airport and possible new plans that could be added into the plan which would be addressed at the CIP meeting. The newest idea would add to the taxiway work which could add the possibility of more funds to the AIP program. Shillington stated that they would present this idea to INDOT and the FAA and see what would happen.

Airport Manager's Report

Subject: November 2021 BOAC Meeting

1. Alpha Flight getting Winter School CMA program started
2. No equipment from Phend/Brown for tai yet
3. Runway & Grounds Inspection Report: Attached

Regards,

Bill Sheley

Sheley stated that Alpha Flight Winter School CMA program was gaining a lot of interest. This would include weekend flights and possible class room classes during the week. He stated that Marion was interested in starting a flight program. They reached out to him and he suggested that they talk to Alpha Flight. He added that Winamac was working to find a way to bus kids up to Plymouth in order for their kids to take part in the program.

Sheley stated that he found out yesterday that the push button to open the gate to get back to a hanger was not working correctly. He stated that he left a message with DC Garage Doors late in the day, and the next morning they were out to fix it. They have yet to get it fixed, but were still working on it.

Other Business

City Attorney Surrisi stated that an Order to Take Action was presented to the Board of Public Works and Safety on November 8, 2021 for the North-South portion of the Red Rock Inn. This building was vacant. The owner of the property was there, and did ask for a 6-month extension due to trying to sell the property. This request had gone before the board once and nothing happened in those 6 months. The council affirmed the action as presented which had a 60-day deadline. Surrisi stated that they could possibly extend this date after the 60 days.

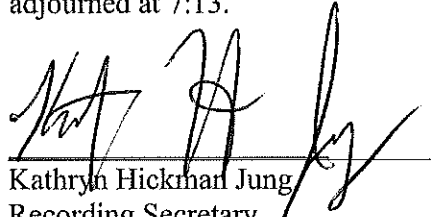
Acceptance of Correspondence

- Runway and Grounds Inspection Report
- October 2021 Financial Reports

Commissioners Morrison and Hupka moved and seconded to accept the correspondence as presented. The motion carried.

Other Business

There being no other business to come before the board, Board Members Morrison and Houin moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 7:13.



Kathryn Hickman Jung
Recording Secretary

