

GOSHEN BOARD OF AVIATION COMMISSIONERS

January 20, 2025

Present: Dennis Richmond, Steve Johnson, Patty Morgan, Don Shuler, Randy Sharkey, Scotty Hepler, Jake Logan, and Todd Eby.

Dennis called the meeting to order at 2:00 PM.

Motion by Patty to approve December minutes, second by Roger. Motion carried.

Don reported that Freedom Builders is finishing the design specifications for the maintenance building. Once finalized, the RFP can be distributed for bid. Both farm leases have been signed by the farmers and returned. The FAA requires a Memorandum of Agreement (MOA) to be signed, providing land for use on airport property for the next 20 years. This is for the FAA facilities and equipment currently installed and in use on the airport property. Motion by Roger to approve the MOA as presented from the FAA, second by Steve. Motion carried.

Patty presented the budget report. Due to the increase in capital improvements the 2025 budget has increased to \$711,400. Not much has been spent in 2025. Just shy of \$5000 has been spent in capital projects for the maintenance hangar specification work. Much of the spending was within expectations. There has been no recorded income YTD. A Baker Tilly salary survey revealed the airport manager position was underpaid. An adjustment will be made to reflect the industry average.

Randy provided the engineering report after talking with Danielle Tabb. She met with the FAA and we are in danger of losing funds if we do not start a project in 2025. There are several options but one is to start the design project for the new taxiway, paying some now and the remainder after the grant is received. The grant application is currently in process. Patty made a motion to approve the payment to Woolpert and agreed to pay the final design bill if the grant is not approved, second by Steve. Motion carried.

Randy reported on building and grounds. The airport has complied with all but one of the ADA compliance letter requirements. We are getting clarification on that one item to comply. A letter from the FAA closing out the aeronautical survey grant was received. IDEM sent a letter regarding the underground fuel tanks. Updated information was requested and has been submitted. L&M Electric was able to trench the new cable and the project is completed. Hangars A, B, and C repairs have been started by New Horizon Builders. Ranger Materials completed sealing the runway cracks and is much improved. On January 12th we had a truck drive through the perimeter fence. Another car did some damage to another section in the past few days and was a hit and run. Jake Logan presented a request from Viewrail to hold a corporate summer party at their hangar on July 12, 2025. Airplane rides would be provided, and

an estimate of 700 people would be in attendance. Patty made a motion to approve the request for a corporate party subject to a liability and indemnification agreement, second by Roger.

Scotty provided the fuel report for December and year end. December sales were down and 2024 sales were 28,000 gallons behind 2023 totals. Aircraft maintenance had 43 work orders in the month of December. Charter had 28 flights from Goshen. Facility improvements are continuing as quickly as the workload allows. The fuel truck, tug, gpu, and 10,000-gallon refueler are still progressing with delivery expected in the next few months.

The meeting was adjourned at 2:51 PM.

Next regularly scheduled meeting is Monday February 17th at 2:00 PM.

Respectfully Submitted,

Jeffrey Hartzler Secretary, Goshen Board of Aviation Commissioners