CITY OF PLYMOUTH BOARD OF AVIATION COMMISSIONERS

January 13, 2026

The City of Plymouth Board of Aviation Commissioners met in regular session on January 13, 2026, 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 Glenn Daven, Ken Houin, Kevin Morrison, and Anthony Witt, who were physically present. Also present were Airport Manager Bill Sheley and City Attorney Jeff Houin. Airport Engineer Curtis Brown attended virtually. The public could see and hear the meeting through Zoom and streamed live at https://www.youtube.com/@CityofPlymouth.

Deputy Clerk-Treasurer Kyle Williams administered the oaths of office to Ken Houin and Glenn Daven.

Commissioners Morrison and Daven moved and seconded to approve the minutes of the regular session meeting of December 9, 2025. The motion carried.

Airport Engineer's Report

Airport Engineer Curtis Brown listed the following updates with FAA/INDOT:

PENDING

AIP-029-2026 AIP (NPE) – ***Rehabilitation of Taxiway A from A1 to Terminal Apron***

Draft Scope and Fee being prepared. Submit for review and comment before end of the month.

AIP-030-2026 AIP (SA) – ***Improve Airport Drainage Study***

Draft Scope and Fee being prepared. Submit for review and comment in February.

AIP-031-2026 AIP (NPE) – ***Wildlife Hazard Site Visit and Report***

Draft Scope and Fee being prepared. Submit for review and comment before end of the month.

Brown provided the following updates on AIP-028:

AIP-028-2025 IIJA (Formerly BIL)

Purchase Snow Removal Equipment – ReBid and Purchase

Woolpert has contacted Bane-Welker and authorized them to start with the equipment procurement and delivery. Equipment currently scheduled for delivery in late March 2026. Delivery delays may occur, but supplier is pushing for the cab painting and equipment installation to occur as quickly as possible.

Brown provided the following update for local projects:

Local Project Updates:

Hangar Development – Woolpert in the process of preparing a scope of work and fee proposal for Airport Planning Services for development of a campus layout, airspace coordination, and conceptual plans for two options for Alpha Flight in the NW corner (Terminal Apron area). Proposal to be delivered before the end of the month.

Airport Manager's Report

Subject: January 2026 BOAC Meeting

1. *This past snow event proved the new snow plow to be what we need.*
2. *Opening bids for logging north woods. Will follow up with winner to get number for east edge to split with ITAMCO.*
3. *Had LIFT Hangar spray foamed, CAME OUT GREAT. Working on other improvements.*
4. *Have created a list of 2026 planned improvements, open to suggestions.*
5. *Runway & Ground Inspection Report: Attached*

Regards, Bill Sheley

Sheley stated that, along with opening bids tonight, he would follow up with the winning bidder and work with them to get a number for the split on the lumber that's on the property line to the east. He stated they had a signed agreement with the neighboring property owner, ITAMCO, to split the proceeds of the trees on the property line so we could clear everything in consideration of hopefully buying that property at one point and having it all cleared. Sheley made a last call for bids before opening them as follows:

CITY OF PLYMOUTH, INDIANA
2026 AIRPORT LUMBER BIDS
BIDS RECEIVED: JANUARY 13, 2026

	PAUL'S LOGGING 13770 ROSE ROAD PLYMOUTH, IN 46563	ARROW FOREST LLC 1505 NEUBRECHT ROAD LIMA, OH 45801	2 MILLS TIMBER 3120 N 400 W LAGRANGE, IN 46761
BID TOTAL:	**$122,000.00**	**$127,777.00**	**$148,487.00**

City Attorney Houin recommended that they authorize Sheley to take these under advisement and investigate to ensure that they are all responsible and responsive bids and give him authority to award the bid to the highest responsible and responsive bidder so that he does not have to come back.

Bockman asked if this was a regular contract situation where they needed to provide insurance, liability insurance, etc.

City Attorney Houin replied that it would all be a part of the verification process to make sure they are responsible bidders.

Daven asked if the scope of work was identical for all bidders.

Sheley replied that everyone he met, he told them that this bid was just for taking every piece of wood out of there that they would want to take. He anticipated going back later to advertise a bid for the actual clearing. He stated from what he investigated, he's prepared to expect as much as $20,000 for clearing the first seven acres. He stated whatever they take in should cover it, but he would have to ask for an additional appropriation from the city council for it because this money would go into the General Fund as it was not just going to sit in their account for them to use. He

stated he would wait until the logging was done and then give people a chance to look and see how it was left and what they would need to do to be able to clear it.

There were questions regarding the splitting of proceeds with ITAMCO for the boundary trees. See information below:

"City wishes to remove trees and vegetation from its property, including trees along the boundary line between City and ITAMCO's property. Some of the trees City wishes to remove are "boundary trees," which straddle the property line. Pursuant to Indiana law, boundary trees are the joint property of adjacent property owners as tenants in common and cannot be removed without permission of the adjacent property owner."

Commissioners Morrison and Daven moved and seconded to authorize Sheley to take the bids under advisement and then award the bid to the highest responsible and responsive bidder. The motion carried.

Other Business

Other Business listed:

- Brown to investigate night approach issue.
- Board updated on enFocus meeting for airport.
- Sheley fielded a dozen or more calls about future development of the Red Rock Inn property regarding where the FAA would stand on things they would like to do. Explained that the FAA can be rather inflexible and restrictive to protect the airport.

Acceptance of Correspondence

- Runway and Grounds Inspection Report
- December 2025 Financial Reports

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

There being no other business to come before the board, Commissioners Morrison and Witt moved and seconded to adjourn the meeting. The motion carried, and the meeting was declared adjourned at 7:11 p.m.

/s/ Kyle Williams
Recording Secretary