



**BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD
MINUTES OF THE OCTOBER 3, 2022 REGULAR MEETING**

Convened at 2 p.m. at Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana

Present: Mayor Jeremy Stutsman and members Mike Landis, Mary Nichols and Barb Swartley

Absent: DeWayne Riouse

CALL TO ORDER: Mayor Stutsman called the meeting to order at 2:00 p.m.

REVIEW/APPROVE MINUTES: Mayor Stutsman presented the minutes of the Sept. 26, 2022 regular meeting. Board member Barb Swartley moved to approve the minutes as presented and the motion was seconded by Board member Mary Nichols. Motion passed 4-0.

REVIEW/APPROVE AGENDA: Mayor Stutsman presented the meeting agenda with the addition of a new item #1. *The opening of Requests for Proposal (RFPs) for a fixed-base operator for the City of Goshen Municipal Airport.* Board member Swartley moved to approve the agenda as suggested and Board member Nichols seconded the motion. Motion passed 4-0.

1) The opening of Requests for Proposal (RFPs) for a fixed-base operator for the City Municipal Airport

Mayor Stutsman opened the Requests for Proposal (RFPs) for a fixed-base operator for the City Municipal Airport. One bid was received from John Hull of Goshen Air Center, Inc. of Goshen, which has been the airport's fixed-base operator since 2005.

Goshen Air Center, Inc. is seeking to continue operating the airport and providing related services, including aircraft maintenance, fueling, cleaning and storage. The company also operates Aircraft Charter Services, which is based at the Goshen Air Center, and Emergency Radio Service LLC. Goshen Air Center, Inc., which was created in 1992, listed the following as its officers/representatives: Brian Hull, secretary and treasurer, John Hull, vice president, and Randall L. Sharkey, president and registered agent.

Mayor Stutsman/Nichols moved that the bid be referred to the City Legal Department. Motion passed 4-0.

2) Goshen First United Methodist Church: Request to use City parking lot spaces and on-street parking spaces for a "Trunk or Treat" event on Oct. 29.

Loraine Troyer, Mission Chairperson for Goshen First United Methodist Church, asked the Board to allow the partial use of a City lot and street parking spaces for the church's "Trunk or Treat" event on Oct. 29, 2022.

Troyer asked for the use of 10 parking spaces in the City lot on Fifth Street, between the church and City Hall starting in the morning of Oct. 29 until midnight. She asked for the use of five spaces next to the church and five spaces directly to the north, across from those spaces. She also asked for the closure and exclusive use of the six parallel parking spaces directly in front of the church on Fifth Street.

Because of concerns expressed by the Goshen Police Department, Troyer withdrew the church's request for the City to close Fifth Street, between Jefferson and Washington streets, for the event.



Troyer said 10 vehicles will be decorated and their trunks or backs of SUVs will be open with candy displayed and distributed to children trick or treat hours on Oct. 29. Church members expect 250 to 500 children to participate. Clerk-Treasurer Aguirre informed the Board that the Street Department has communicated with the Church about the barricades needed to close the parking spaces.

Swartley/Nichols moved to approve the requests from First United Methodist Church to allow the partial use of a City lot and street parking spaces for the church's "Trunk or Treat" event on Oct. 29, 2022. Motion passed 4-0.

3) Legal Department: Agreement with Dixon Engineering, Inc. for Inspection of Elevated Water Tanks located near Clinton Street and Caragana Court in the City of Goshen

Assistant City Attorney Matt Lawson informed the Board that the Goshen Water Department has coordinated with Dixon Engineering, Inc. for the inspection of elevated water tanks located near Clinton Street and Caragana Court. Lawson said Dixon officials initially advised that its workers would not be available to begin work until November 2022. However, Dixon communicated to Goshen Water last week that an opening in its schedule allowed work to begin on Friday, Sept. 30, 2022. He said the unexpected opening in Dixon's schedule, combined with the preference in avoiding the weather-related challenges associated with a November start date, made it necessary for the agreement to be signed early so that Dixon could begin working.

Lawson said Dixon will be paid \$4,500 for the inspection of the water tank on Clinton Street, plus the cost to ship pressure relief valves provided by Dixon for use on the distribution system two (2) days prior to the inspection. Dixon will also be paid up to \$400 in hourly fees to clean the tank. Dixon will be paid \$4,750 for the inspection of the water tank on Caragana Court. In total, Dixon will be paid up to \$9,650, plus shipping costs for its work.

Swartley/Nichols moved to approve and ratify the agreement, retroactive to Sept. 30, 2022, with Dixon Engineering, Inc. for the inspection of elevated water tanks located near Clinton Street and Caragana Court, the total cost being up to \$9,650, plus the cost to ship pressure relief valves provided by Dixon for use on the distribution system two (2) days prior to the inspection. Motion passed 4-0.

4) Engineering Department: Approve Change Order No. 3 for the Crossing Subdivision (JN: 2020-0033)

City Civil Traffic Engineer Josh Corwin reminded the Board that at its Sept. 12, 2022 meeting, members approved a change order request for the Crossing Subdivision to allow for the purchase and placement of arborvitae screening. He said upon further review of the planting proposed to achieve the screening density agreed to with the Villas of Park Meadows Neighborhood Association, it was determined 18 arborvitae needed to be added to the contract.

Corwin said the contract increase for the 18 additional arborvitae is \$6,801.48, and brings the new contract change order amount to \$79,367.33, which is a 5.81 percent increase to the contract price. This change order, with previous change orders, increases the total project cost to \$1,445,457.56.

Swartley/Nichols moved to approve Change Order No. 3 with HRP construction for \$6,801.48 for the addition of 18 arborvitae plantings. Motion passed 4-0.

5) Engineering Department: Approve Change Order No. 5 for the Douglas, Reynolds, and 16th Streets Project (JN: 2020-0017)

City Civil Traffic Engineer Josh Corwin asked the Board to approve Change Order No. 5 for the Douglas, Reynolds, & 16th Streets Reconstruction Project.



Corwin said HRP completed final overseeding in May 2022, but sufficient growth did not occur in two larger areas by September 2022. HRP agreed to a deduction in retainage if Goshen Water & Sewer crews would oversee these areas again. Goshen crews completed this work later in September.

Corwin said Change Order No. 5 includes the deduction in project retainage, based on time and materials costs from Goshen Water & Sewer. The original contract amount, plus additions from Change Order No. 1 through Change Order No. 4, was \$985,086.04. The quantities from Change Order No. 5 decrease the total retainage paid to HRP by \$174.14, for a revised contract amount of \$984,911.90, an increase of 12.01% over the original contract price. No additional time will be added to the contract.

Swartley/Nichols moved to approve Change Order No. 5 for the Douglas, Reynolds, and 16th Streets Project for a decrease in contract amount of \$174.14. Motion passed 4-0.

6) Engineering Department: Approve Lane Restriction on River Vista Drive

City Civil Traffic Engineer Josh Corwin told the Board that Dana Miller Building Solutions, Inc. was requesting a lane restriction on River Vista Drive to connect to an existing storm line along the south side of the street. The south lane would be restricted beginning on Tuesday, Oct. 4 thru Wednesday, Oct. 5, 2022. He said the restriction would be between Woodward Place and South Main Street. He said the contractor would be allowed one lane to work within at any one time.

Swartley/Nichols moved to approve lane restriction on River Vista Drive, beginning Oct. 4 through Oct. 5, 2022. Motion passed 4-0.

7) Board of Public Works and Safety Order: Continued hearing for the vault at 206 N. Main Street (Dormer L. Metzger, property owner)

City Attorney Bodie Stegelmann briefed the Board about the status of the continued hearing for the vault at 206 N. Main Street (Dormer L. Metzger, property owner).

BACKGROUND:

On April 25, 2022, City Building Commissioner Myron Grise notified Jerry and Dorma Metzger, owners of 206 N. Main Street, that an underground vault on their property was in violation of Goshen City Code.

The Goshen Building Department and Clear Creek & Associates, Inc. inspected the property at 206 N. Main Street and violations of the Neighborhood Preservation Ordinance (Minimum Housing Ordinance) were cited. The real estate was inspected again on April 27, 2021 which showed no significant improvement.

The real estate was deemed unsafe within the meaning of Indiana Code § 36-7-9-4 in that the underground vault and parking lot above the vault on the real estate is in an impaired structural condition that makes it unsafe and dangerous to person or property because of a violation of Goshen City Code Title 6, Article 3, Chapter 1 concerning building condition or maintenance.

The following violations of Section 6, Article 3, Chapter 1 of the Goshen City Code were cited by the Goshen Building Department inspector and have not been satisfactorily repaired or remedied:

1. There are multiple areas where the structure has begun to collapse or is in danger of collapsing (violation of Section 6.3.1.1 (p)).

2. There is water entering the vault and the ceiling is beginning to collapse causing the structure to be unsafe and dangerous (violation of Section 6.3.1.1 (b)).



3. There are multiple areas where the concrete is fractured and in danger of collapsing (violation of Section 6.3.1. l(j))
4. The support beams do not support the proper load required (violation of Section 6.3.1.1(1)).
5. Steel and concrete corrosion that is supporting the parking lot above the vault has severe cracking and is beginning to collapse (violation of Section 6.3 .1.1 (o)).
6. The vault and parking lot above has deteriorated to the point that it is unsafe to be used as intended (violation of Section 6.3.1.l(r)).
7. The roof, walls and columns of the vault are all deteriorating so that the structural integrity cannot hold the loads imposed on the parking lot above (violation of Section 6.3.1. l(y)).

The property owners were ordered to seal and fill in the vault to the City of Goshen Engineering Department's specifications and ensure that it is in compliance with Title 6, Article 3, Chapter 1 of the Goshen City Code by June 3, 2022.

In the event that the property owners failed to comply with this Order, the City of Goshen could take action to make the required corrections and bill the owners for the costs of such work, including, the actual cost of the work performed and an amount equal to the average processing expense the City will incur in pursuing this matter. Such amounts could become a lien upon the property and can ultimately be enforced as any other judgment.

The Metzgers were further notified that a hearing would be held before the Board of Public Works and Safety on June 6, 2022 to review the Order of the City of Goshen Building Commissioner. The hearing was held.

June 6, 2022 hearing testimony, discussion and decision:

Speaking for property owners **Jerry and Dorma Metzger** was **Duane Metzger**, who said he was representing his parents. He said his father is deceased. Metzger said the size of the vault has been misinterpreted. He said it is only on an edge of the property, and is not as unsafe as alleged because it is not under the primary parking area.

Building Commissioner Myron Grise presented the Board with Memorandum, dated June 6, 2022, about the condition of the property at 206 N. Main Street

Grise said the property has been under review for a while, but the size of the vault was unknown until an inspection. A consultant for the City, Clear Creek & Associates, inspected the vault and rated it as needing immediate repair and should be filled. He said the City recently received a report that part of the parking lot was collapsing into the vault.

Grise reported that while a portion of the parking lot has been marked off to prohibit parking, the vault is showing increasing signs of failing and the parking lot is in danger of collapse. He showed photos of the vault's condition.

Grise said the family got an estimate to fill in the vault, but no work has been done.

Metzger said the estimate was about \$34,000 about a year and a half ago. Metzger said he has worked to limit parking in the private lot. He suggested that the City purchase a portion of the lot and make the repairs.

Grise said the vault has old equipment, other items and debris that will have to be removed before the vault is filled.

Asked by **Mayor Stutsman** about the options for the Board, **City Attorney Bodie Stegelmann** said the Building Commissioner was asking that vault be filled. **Grise** said he feared the vault will collapse and that a vehicle will fall through if the vault is not filled soon.

In response to a question from the **Mayor**, **City Attorney Stegelmann** said the City has had initial discussions about obtaining part of the parking lot. Mayor Stutsman said the Board could deem the vault to be unsafe and allow those City discussions to continue on how to resolve the situation.



Metzger, Grise and Board members discussed options on how to proceed as well as details of the private parking lot. **City Public Works and Utilities Director Dustin Sailor** said the lot could accommodate 11 vehicles. **Stegelmann** eventually recommended that the Board make a finding that the vault was unsafe, but delay any order for 30 to 45 days to allow the discussions to continue.

Mayor Stutsman/Landis moved to deem the area unsafe, but to continue the matter until July 18 to allow the City to conclude discussions with the property owner. **Motion passed 4-0.**

The scheduled hearing on July 18, 2022 was continued to Aug. 1, 2022 to allow City staff more time to speak with the property owners about the matter.

Aug. 1 hearing testimony, discussion and decision:

Dorma L. Metzger of Goshen, the owner of 206 N. Main Street, addressed the Board of Works & Safety.

Metzger said three weeks ago, **Deputy City Mayor Mark Brinson** and another City staff member contacted her son, **Duane Metzger**, and ask to meet with them, which they did. She said Brinson proposed that the family donate the parking lot (with the vault underneath) to the City and the City would do the work to fill and seal the vault as required by the City. She said Brinson further told them there would be no cost for this work to New Image (which is adjacent to the parking lot and owned by the Metzgers) because this would be a tax-deductible property and a donation.

Metzger said she and her son were told that the contractor very likely would not begin the vault filling and sealing project until next construction season, which would be the spring of 2023. In the meantime, Metzger said they were told they could continue using the parking lot until construction began.

Metzger said using the City engineer's drawing as a guide, her son has done extensive work putting up multiple "no parking" signs and painting the approximately one-third of the parking lot that is over the vault area. She said these efforts have kept cars from entering this area.

Metzger said the diagram they have depicts only one door into the building. But she said there is a second door further back with entry into two-thirds of the building allowing for an additional tenant, who has been there for many years. She said parking needs to be allowed for handicapped entry from the parking lot and next to the building.

Metzger said that when the vault filling project is complete, the parking lot should be of benefit to the north end of town and help with the limited parking in the area. Metzger said she will be meeting with her accountant and real estate agent to discuss the particulars and will get back to Brinson. And Metzger said Brinson indicated he would put together a draft for Metzger and her son to review and they will then get back to him.

City Attorney Bodie Stegelmann told the Board that he spoke to **Deputy Mayor Brinson** at the end of last week and he basically confirmed everything that **Dorma Metzger** just said. Stegelmann said it would take some time to get the proper paperwork together and he suggested continuing the hearing to mid- to late-September.

Mayor Stutsman/Board member Riouse moved to continue the hearing for the vault at 206 N. Main Street (**Dorma L. Metzger**, property owner) to Oct. 3, 2022. **Motion passed 5-0.**

Oct. 3 update and Board action:

City Attorney Bodie Stegelmann reviewed the background of the hearing for the vault at 206 N. Main Street with the Board. Stegelmann said it had been decided that City staff should discuss the possibility of **Dorma Metzger** donating the parking lot to the City.



Stegelmann said the City would then fill in the vault and turn the private parking lot into a public parking lot. **Stegelmann** said the property has now been sold and there is a new owner. He said City staff will meet with the new owner on Wednesday, Oct. 5 in hopes of making the same arrangement for the parking lot. He suggested continuing the hearing for 45 days to allow those discussions to take place and an agreement to be reached. **Board member Landis** asked if the City had lost any leverage since the property has been sold. **Stegelmann** said the City did not lose any leverage because the new property owner had been informed of the vault enforcement action. **Stegelmann** suggested delaying the hearing until Nov. 21.

Swartley/Nichols moved to continue the Board action on the vault repair until Nov. 21. Motion passed 4-0.

Privilege of the Floor (opportunity for public comment for matters not on the agenda):

Mayor Stutsman opened Privilege of the Floor at 2:15 p.m.

Clerk-Treasurer Richard R. Aguirre advised the Board and City Department heads that today's meeting was the fourth of eight Board meetings on consecutive Mondays. He said the Board would not meet Nov. 7 and Nov. 28 and Dec. 26. After the October meetings, the Board is scheduled to meet Nov. 14 and 28 and Dec. 5, 12 and 19. He asked Board members to inform the Mayor's Office and the Clerk-Treasurer if they planned to be absent for any of the remaining nine meetings of the year to help ensure there are quorums for the meetings.

There were no further public comments, so Mayor Stutsman closed Privilege of the Floor at 2:16 p.m.

As all matters before the Board of Public Works & Safety were concluded, board members Mayor Stutsman/Mary Nichols moved to approve Civil City and Utility claims and adjourn the meeting. Motion passed 4-0.

Mayor Stutsman adjourned the meeting at 2:16 p.m.


EXHIBIT #1: Proposal for Fixed-Base Operator for the City of Goshen Municipal Airport by Goshen Air Center, Inc., submitted Oct. 3, 2022.

APPROVED

A handwritten signature in black ink, appearing to be "J. Stutsman", is written over a horizontal line. The signature is stylized and cursive.


Mayor Jeremy Stutsman






Mike Landis, Member

Mary Nichols, Member

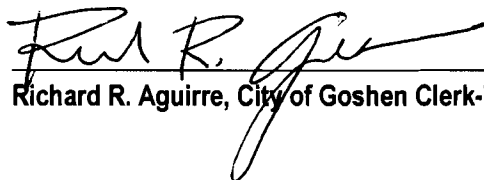


DeWayne Riouse, Member



Barb Swartley, Member

ATTEST



Richard R. Aguirre, City of Goshen Clerk-Treasurer

PROPOSAL

FIXED BASED OPERATOR FOR THE CITY OF GOSHEN MUNICIPAL AIRPORT



Proposal prepared by:

John Hull, Owner/VP
Goshen Air Center, Inc.
17229 CR 42
Goshen, IN 46526
(574) 533-8245





September 28, 2022

PROPOSAL FOR FIXED BASED OPERATOR FOR THE CITY OF GOSHEN MUNICIPAL AIRPORT

Background and General Information

Goshen Air Center, Inc has operated as the FBO at Goshen Municipal Airport since 2005. During that time we have developed and grown the business while understanding the importance of offering first-class services to our customers. Many of our employees have worked for us for all 15 years and understand the importance of doing whatever it takes to keep the customer happy. The concierge-level services we offer to the community and aviation customers are possible by continuing our commitment of employing top-notch local talent for management, maintenance, and office staff employees. Often times, when customers come to Goshen Air Center, it's their first visit to the City of Goshen and we take pride in giving them a great first impression.

It is our goal to continue to work with the BOAC and the City of Goshen to create an airport that benefits the community and our mutual customers.

▪ **Contact information**

Goshen Air Center
17229 CR 42
Goshen, IN 46526

John Hull – Owner, VP
Cell # 574-536-6896
john@goshenair.com

▪ **Qualifications**

- We have 15+ years of operating this FBO. Our ownership also operates Aircraft Charter Services that is based at Goshen Air Center. The owners also run Emergency Radio Service, LLC and have worked with the City of Goshen on their mission-critical communications systems for over 70 years.
- Our Maintenance shop is FAA 145 Certified.
- All Mechanics are AP Licenses.

▪ **References**

Rick Turner, Aviation Broker – 517-627-9700
Hans Ashbaugh, Aircraft Owner – 574-535-3333
Chuck Surack, Aircraft Owner, FBO Operator – 260-433-7531



▪ **Insurance Requirements**

Goshen Air Center is currently insured through QBE Insurance and uses Aerospace Risk Management Group as our broker. We have attached our current Certificate of Insurance to this proposal. There is a difference that we are proposing. Currently we carry \$1M of Liability coverage. We are told by our broker that is very typical for FBOs and very few even carry the \$2M that is asked for in the contract. There are substantial costs to raise to \$2M that will need to be negotiated if required. The request for a \$5M Umbrella is not realistically obtainable in the current aviation marketplace. In fact, most "umbrella" policies exclude aviation services so we would be looking at getting excess liability insurance which is cost prohibitive. Through our contract with AV Fuel, we are listed as an additional insured for \$50M for any Fuel Liability issues. Also, Goshen Air Center is listed as an additional insured under Aircraft Charter Services policy for \$50M.

▪ **Services Goshen Air Center Provides for Fuel and Oil Sales**

- Suitable space for fueling.
- Mobile and fixed pumping equipment.
- Line certified personnel on full duty 7 days a week.
- Capability to tow aircraft and provide ground power unit starts.
- Suitable aircraft parking and tie-down area enabling safe and efficient movement.
- Energizers, starters, loading steps, oxygen, nitrogen, compressed air.
- **We do not provide** grounding rods for fueling locations as those are already installed and owned by the City of Goshen. All of our fueling vehicles have grounding wires.

▪ **Services Goshen Air Center Provides for Aircraft Engine and Accessory Maintenance**

- Sufficient space in hangar, shop, and storage to meet demand for engine maintenance in a timely fashion.
- We provide repairmen and mechanics during normal business hours.
- Required equipment such as machine tools, jacks, and lifts.
- Arrange for access to hangars for storage of aircraft.
- Facilities for washing and cleaning of aircraft.
- Equipment for removing disabled aircraft.



▪ **Services Goshen Air Center Provides that are not Mandated**

- Monitoring of Unicom.
- Crew car for crews at no charge.
- Baggage handling, concierge services, lobby amenities such as coffee, cold drinks and snacks, marshalling, chocking, tie-down, lavatory services, and cargo handling.
- Retail sales a necessary.

▪ **Services Goshen Air Center Provide that have prior BOAC written approval**

- Aircraft Sales
- Radio Sales and FAA Approved Service and Repair
- Auto rental services
- Catering Services
- Sale of Aircraft parts and supplies

▪ **Fees: Page 18: Article V. Rentals and Fees**

A. Rental: Goshen Air Center proposes to continue with the current "Fuel Flowage Fee" arrangement that is assessed each month.

- 1 Fuel Flowage Option: Monthly rental shall be paid in the form of Fuel Flowage Fee assessed each month. For each calendar month between January 1, 2023 and December 31, 2023, a fuel flowage fee of \$.07 per gallon shall be imposed on all fuel sold to locally based aircraft, and \$.13 per gallon shall be imposed on all fuel sold to transient aircraft. These fuel flowage fees shall increase by \$.00 each subsequent year of the Lease Agreement. *We propose no annual increase. On top of these fees AV Fuel will continue to pay City of Goshen \$.05 per gallon of fuel sold for "Utility Fee".*
- 2 Monthly Rental [for Fuel Flowage Option] shall be due and payable on the 10th day of each month for the preceding calendar month of operation. All payments are to be made to the City of Goshen, Clerk-Treasurer's Office, located at 202 South 5th Street, Goshen, Indiana, or at such other place at BOAC may direct in writing. Goshen Air Center shall keep true and accurate record that show the total gallons of aviation fuels used.

▪ **General Plan**

Our General Plan is to continue to operate as we have for the last 15 years. We will continue to look for growth opportunities but will not sacrifice the great services that our customers, partners, and the community have grown to expect.



▪ **Miscellaneous – Draft Lease Requested Changes**

- **Page #11** Article 1 Section D (1) under a. Fuel and Oil sales #6 regarding Grounding Rods is really not applicable. Those are installed in the concrete and not a function of Goshen Air Center.
- **Page #11** Article 1 Section E (1) the Lease is requesting Dawn to Dusk operations. We currently offer and propose Monday-Saturday 7am-6pm, Sunday 9am-6pm.
- **Page #16** Article III Section E Currently the BAOC pays for all utilities and is reimbursed through the Utilities Fee paid by AV Fuel. We would propose to continue that arrangement.
- **Page #19** Article VI Section A regarding the insurance requirements. We would propose to continue to carry \$1M Liability Coverage.
- **Page #26** The office located next to the entrance door is currently used by Goshen Air Center. We would propose to continue to use that office.



17229 CR 42
Goshen, IN 46526
(574) 533-8245

SUPPORTING MATERIALS

- State of Indiana Certified Business
- Certificate of Liability Insurance
- Certificate of Aviation Liability Insurance
- Non-Collusion Affidavit
- AP Certifications

**State of Indiana
Office of the Secretary of State**

Certified Copies

To Whom These Presents Come, Greeting:

I, HOLLI SULLIVAN, Secretary of State of Indiana, do hereby certify that I am, by virtue of the laws of the State of Indiana, the custodian of the corporate records and the proper official to execute this certificate.

I further certify that this is a true and complete copy of this 2 page document consisting of the following records filed in this office:

Certification Date: September 27, 2022
Business Name: GOSHEN AIR CENTER, INC.
Business ID: 1992090418

Transaction	Date Filed	No. of pages
Business Entity Report	09/07/2022	2
Total No. of pages		2



In Witness Whereof, I have caused to be affixed my signature and the seal of the State of Indiana, at the City of Indianapolis, September 27, 2022

HOLLI SULLIVAN
SECRETARY OF STATE

1992090418 / 15043274

All certificates should be validated here: <https://bsd.sos.in.gov/ValidateCertificate>
Expires on October 27, 2022.

APPROVED AND FILED
HOLLI SULLIVAN
INDIANA SECRETARY OF STATE
09/07/2022 10:13 AM

BUSINESS ENTITY REPORT

NAME AND PRINCIPAL OFFICE ADDRESS

BUSINESS ID 1992090418
BUSINESS TYPE Domestic For-Profit Corporation
BUSINESS NAME GOSHEN AIR CENTER, INC.
ENTITY CREATION DATE 09/08/1992
JURISDICTION OF FORMATION Indiana
PRINCIPAL OFFICE ADDRESS 17229 County Rd. 42, GOSHEN, IN, 46526, USA

YEARS FILED

YEARS 2022/2023

EFFECTIVE DATE

EFFECTIVE DATE 09/07/2022
EFFECTIVE TIME 10:13 AM

REGISTERED OFFICE AND ADDRESS

REGISTERED AGENT TYPE Individual
NAME Randall L. Sharkey
ADDRESS 17229 County Rd. 42, GOSHEN, IN, 46526 - 0000, USA

APPROVED AND FILED
HOLLI SULLIVAN
INDIANA SECRETARY OF STATE
09/07/2022 10:13 AM

GOVERNING PERSON INFORMATION

TITLE Treasurer
NAME BRIAN HULL
ADDRESS 7796 E VAWTER PARK RD, SYRACUSE, IN, 46567, USA

TITLE Vice President
NAME JOHN HULL
ADDRESS 9144 N 900W, LIGONIER, IN, 46767, USA

TITLE President
NAME Randall L Sharkey
ADDRESS 67140 County Road 31, Goshen, IN, 46528 - 9336, USA

TITLE Secretary
NAME BRIAN HULL
ADDRESS 7796 VAWTER PARK RD, SYRACUSE, IN, 46567, USA

SIGNATURE

IN WITNESS WHEREOF, THE UNDERSIGNED HEREBY VERIFIES, SUBJECT TO THE PENALTIES OF PERJURY, THAT THE STATEMENTS CONTAINED HEREIN ARE TRUE, THIS DAY **September 7, 2022**.

THE UNDERSIGNED ACKNOWLEDGES THAT A PERSON COMMITS A CLASS A MISDEMEANOR BY SIGNING A DOCUMENT THAT THE PERSON KNOWS IS FALSE IN A MATERIAL RESPECT WITH THE INTENT THAT THE DOCUMENT BE DELIVERED TO THE SECRETARY OF STATE FOR FILING.

SIGNATURE Brian Hull
TITLE Secretary

Business ID : 1992090418
Filing No. : 9551169



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Star Insurance - Hilb Group 202 West Van Buren St., STE A PO Box 88 Columbia City IN 46725		CONTACT NAME: Tonya Warner PHONE (A/C, No, Ext): (260) 286-2032 E-MAIL ADDRESS: twarner@hilbgroup.com FAX (A/C, No): (888) 489-1831	
INSURED Goshen Air Center, Inc. 17229 CR 42 Goshen IN 46526		INSURER(S) AFFORDING COVERAGE INSURER A : Cincinnati Financial Group INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
		NAIC # 244	

COVERAGES **CERTIFICATE NUMBER:** CL1531004916 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ENP/EBA0051767	01/01/2022	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						COMBINED SINGLE LIMIT EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER BOAC City of Goshen 202 South 5th Street Goshen IN 46528	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Tonya Warner</i>
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CERTIFICATE OF AVIATION LIABILITY INSURANCE

DATE(MM/DD/YYYY)
9/26/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aerospace Risk Management Group 15190 Wright Rd Grand Ledge, MI 48837	CONTACT NAME: RICK A. Turner			
	PHONE (AC, No, Ext): 517-627-9700	FAX (AC, No):		
INSURED Goshen Air Center Inc. 17229 CR 42 Goshen, IN 46526	INSURER(S) AFFORDING COVERAGE		%	NAIC #
	INSURER A: QBE Insurance Corporation		100	39217
	INSURER B:			
	INSURER C:			
	INSURER D:			
	INSURER E:			

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

AIRPORT & FBO LIABILITY COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

INSURER LETTER GL1000	POLICY NUMBER 100000451	EFFECTIVE DATE 10/01/2022	EXPIRATION DATE 10/01/2023	ADDITIONAL INSURED?(Y/N) Y	SUBROGATION WAIVED?(Y/N) N
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COVERAGE	OPTIONS	LIMIT	APPLIES TO	LIMIT	APPLIES TO
PREMISES LIABILITY	<input checked="" type="checkbox"/>	\$1,000,000	BI EA PER EA OCC	\$	PD
PREMISES MEDICAL PAYMENTS	<input checked="" type="checkbox"/>	\$ 5,000	EA PER		EA OCC
PRODUCTS LIABILITY	SALE OF FUEL & OIL <input type="checkbox"/>	\$	BI EA PER	\$1,000,000	AGGR
	EXTENDED <input checked="" type="checkbox"/>	\$1,000,000	EA OCC		
COMPLETED OPERATIONS LIABILITY	EXTENDED <input checked="" type="checkbox"/>	\$	BI EA PER	\$1,000,000	AGGR
	<input checked="" type="checkbox"/>	\$1,000,000	EA OCC		
HANGARKEEPERS LEGAL LIABILITY	INCLUDING TAXI <input type="checkbox"/>	\$500,000	EA AIRCRAFT	\$1,000,000	EA OCC
	IN FLIGHT <input checked="" type="checkbox"/>	Ded: \$5,000		Ded: \$5,000	
FIRE LEGAL LIABILITY	<input checked="" type="checkbox"/> Rented to you	\$ 500,000	ANY ONE FIRE		
PERSONAL INJURY LIABILITY	<input checked="" type="checkbox"/>	\$1,000,000	EA OCC	\$1,000,000	AGGR
ADVERTISING LIABILITY	<input checked="" type="checkbox"/>	\$1,000,000	EA OCC	\$1,000,000	AGGR
CONTRACTUAL LIABILITY	<input type="checkbox"/> INCLUDED <input type="checkbox"/> EXCLUDED	\$1,000,000			
COVERAGE					
CODE	DESCRIPTION	OPTIONS	LIMIT	APPLIES TO	LIMIT
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$

DESCRIPTION OF OPERATIONS / REMARKS (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 General Aggregate Limits: \$2,000,000
 Certificate holder is included as an additional insured on Airport Liability Coverage with respect to the operations of the Named Insured. The Company has made provision to give the certificate holder thirty (30) days notice of cancellation of the above policy; 10 days notice of cancellation for non-payment.

CERTIFICATE HOLDER City of Goshen 202 S. 5th Street, Suite 2 Goshen, IN 46528	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Todd May

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APPENDIX C

Non-Collusion Affidavit

I, John Hull, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the proposer to submit the attached proposal. Affiant further says that the proposal filed herewith is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation; that such Proposal is genuine and not collusive or sham; that said Proposer has not, directly or indirectly, induced or solicited any other Proposer to put in a false or sham Proposal, and has not, directly or indirectly, colluded, conspired, connived or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone else shall refrain from providing a proposal; that said Proposer has not in any manner, directly or indirectly sought by agreement, communication or conference with anyone to fix the Proposal, or to secure any advantage against the BOAC or anyone interested in the proposed FBO Lease and Operations Agreement. Proposer further guarantees that no one connected with it is related by blood or marriage to any BOAC member or employee unless identified on the Proposal and that no one connected with the BOAC has any interest in Proposer.

Affiant further states that (s)he understands that any unauthorized contact between the Proposer, its agents, employees, or others on the Proposer's behalf, either directly or indirectly, and the BOAC's Board, staff, attorney or consultants, other than the party mentioned herein, may cause the BOAC to reject a company's proposal; that the Proposer has not been a party to any collusion with any of the BOAC's Members, President, Staff, Consultants, or Legal Counsel as to the terms and conditions in the prospective FBO Lease and Operations Agreement; that there has been and shall be no discussions between the parties stated heretofore concerning the exchange of money or other things of value for special consideration.

Affiant further says that all statements contained herein and contained in the proposal are true.

FIRM Name:

Goshen Air Center, Inc

Date: 9-27-22

By: [Signature], Title: V.P.

Printed: John Hull, Authorized Official

STATE OF INDIANA)
) SS:

COUNTY OF ELKHART)

Before me the undersigned, a Notary Public in and for said County and State, personally appeared John Hill, who being first duly sworn by me upon his/her oath, says that the facts in this Affidavit and Proposal are true and correct.

Signed and sealed this 27th day of September, 2022.

Karen R. Kieper
Notary Public
County of Residence: Elkhart
My Commission Expires: 9/28/2022



UNITED STATES OF AMERICA XI

IV NAME
TERRY DOUGLAS CHUPP

V ADDRESS 112 N INDIANA AVE
GOSHEN IN 46526-2172

VI NATIONALITY USA SEX HEIGHT WEIGHT HAIR EYES
IVa D.O.B. 3rd DEC 1978 M 72 190 BROWN BLUE

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF

II MECHANIC
III CERTIFICATE NUMBER 2883437
X DATE OF ISSUE 25 AUG 2016

XIV *Terry Chupp*
VIII ADMINISTRATOR




UNITED STATES OF AMERICA XI

DEPARTMENT OF TRANSPORTATION • FEDERAL AVIATION ADMINISTRATION

IV NAME
JOESPH JAMES HYNES

V ADDRESS 5090 HARKLEY RUNYAN RD
SAINT CLOUD FL 34771-9538

VI NATIONALITY USA SEX HEIGHT WEIGHT HAIR EYES
IVa D.O.B. 1 AUG 2002 M 74 175 BLOND BLUE

IX HAS BEEN FOUND PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF

II MECHANIC
III CERTIFICATE NUMBER 4609540
X DATE OF ISSUE 11 JAN 2022

XIV *Joe Hynes*
VIII ADMINISTRATOR




UNITED STATES OF AMERICA XI

DEPARTMENT OF TRANSPORTATION • FEDERAL AVIATION ADMINISTRATION

IV NAME
MICHAEL WILLIAM HICKS

V ADDRESS 308 UNION ST
IONIA MI 48846-1647

VI NATIONALITY USA SEX HEIGHT WEIGHT HAIR EYES
IVa D.O.B. 2 AUG 1987 M 72 195 BLACK BROWN

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF

II MECHANIC
III CERTIFICATE NUMBER 3812170
X DATE OF ISSUE 24 AUG 2015

XIV *Michael Hicks*
VIII ADMINISTRATOR




U. S. DEPARTMENT OF TRANSPORTATION XI
 FEDERAL AVIATION ADMINISTRATION

IV NAME
 ERICK SCOT COPELAND

V ADDRESS
 124 NORTH ST
 VICKSBURG, MI 49097-1170

VI NATIONALITY USA
 D.O.B. 31 DEC 1961

SEX HEIGHT WEIGHT HAIR EYES
 M 66 140 BROWN BLUE

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
 II MECHANIC

III CERTIFICATE NUMBER 385782986

X DATE OF ISSUE 12 OCT 1998

XIV SIGNATURE OF HOLDER *Erick Scot Copeland*

VIII ADMINISTRATOR *Paul Blosser*

UNITED STATES OF AMERICA XI
 DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION

IV NAME
 JOSHUA RYAN BLAIR

V ADDRESS 708 ERWIN RD
 JACKSON OH 45640-8049

VI NATIONALITY USA
 IVa D.O.B. 25 AUG 1985

SEX HEIGHT WEIGHT HAIR EYES
 M 68 140 BROWN GREEN

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
 II MECHANIC

III CERTIFICATE NUMBER 2734547

X DATE OF ISSUE 18 DEC 2008

XIV *Joshua Ryan Blair*

VII ACTING ADMINISTRATOR

UNITED STATES OF AMERICA XI
 DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION

IV NAME
 JONATHAN PAUL BLOSSER

V ADDRESS 24292 US HIGHWAY 6
 NAPPANEE IN 46550-9214

VI NATIONALITY USA
 IVa D.O.B. 19 JAN 1949

SEX HEIGHT WEIGHT HAIR EYES
 M 66 208 BROWN BLUE

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
 II MECHANIC

III CERTIFICATE NUMBER 1917472

X DATE OF ISSUE 5 MAY 2010

XIV *Jonathan Paul Blosser*

VII ADMINISTRATOR

UNITED STATES OF AMERICA XI
 DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION

IV NAME
 STANLEY DALE OYER

V ADDRESS 13236 COUNTY ROAD 12
 MIDDLEBURY IN 46540-9513

VI NATIONALITY USA
 IVa D.O.B. 2 OCT 1953

SEX HEIGHT WEIGHT HAIR EYES
 M 70 190 BROWN BROWN

IX HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
 II MECHANIC

III CERTIFICATE NUMBER 2237222

X DATE OF ISSUE 21 MAY 2013

XIV *Stanley Dale Oyer*

VII ADMINISTRATOR