

Minutes

Airport Commission Meeting

Wednesday, April 16, 2014

Present: Gary Schwartz, Lyle Banser, Joe Malsack, Chris Malm, Gary Schulz and Airport Manager John Miller.

Also Present: Larry Wenning, Steve Krueger

(1) Call to Order: Gary Schwartz called the meeting to order at 7:00 PM.

(2) Approval of the March 19, 2014 Minutes: Joe Malsack made a motion to ratify the minutes. Chris Malm seconded. Motion carried.

(3) Approval of Vouchers: The vouchers were reviewed and signed by all. Chris Malm made a motion to approve the vouchers. The motion was seconded by Lyle Banser. The motion passed.

(4) Terminal Project Status: Gary Schwartz said the pre-bid opening is scheduled for April 18th. Gary Schwartz said that by the number of pre bid packets that were requested, he thought we should get some very competitive bids. John Miller said that he was very pleased with the attendance and questions asked at the pre-bid meeting.

Security cameras were discussed for the new terminal building.

(5) Update on 2006 Project: Gary Schwartz stated there is approximately \$11,000 left over from the 2006 project. Gary said there is a dispute with Merrill Sand & Gravel so he cannot be sure of what will be left from the project.

(6) Fixed Base Operator/Airport Manager Search Process: John Miller reported to the Commission about the items that were discussed at the last steering committee meeting. John said E-mails are being sent to pilots in Minnesota and Northern Illinois.

Gary Schulz suggested that the next contract could be written to fit the FBOs strengths. Gary said that we may need to find the individual first and then adjust the contract for his needs and also make provisions for a review system of the performance of the Airport Manager. Gary asked if a new Airport Manager is not found by Sept 15th, what is going to be the alternative plan. That was briefly discussed.

Gary Schulz also said he thought Trade-A-Plane may be a good place to put an ad for candidates for the next Airport Manager/FBO Manager.

John Miller said the next meeting for the steering committee will be May 14th at 7:00.

(7) Manager's Report: John Miller said that Beecher Hoppe has gotten back to him regarding the snow and ice problem at the Vault Building. John said he was told that they would come up with a solution and take care of it this summer.

John Miller said Kathy Unertl sent a request for a 5 Year Capital Budget Plan for the Airport. John said that he thought this would be a good time to invest money in the Airport Manager's house.

John said the outside needs painting or new siding and the basement needs to be re-done to get rid of the musty odor.

John said the current FBO building needs to have two sides of the steel siding replaced because rust and peeling paint.

Gary Schwartz said the current match for the City for projects with the State and the FAA is 2 ½%. Gary said this is for projects for Runway 16/34 like re-surfacing, lengthening and a parallel taxiway.

Other items that were discussed, were a new FBO hangar, T-hangars, replacement of the courtesy car, a brush for the new tractor, a video security system for the new terminal and a furnace for the hangar.

Gary Schwartz said John Miller and he would complete the list and get it to Kathy.

(8) Chairman's Report: None for tonight.

(9) Aviation Happenings: Gary Schulz said some progress is being made to do away with the third class medical requirement.

Gary said the State of Wisconsin has passed a law to exempt aviation from sales tax on parts and labor. Gary said this is intended to keep aviation business in the state and to draw outside the state business in.

(10) Public Comment: Larry Wenning said that now may be the time to start spending a little money on advertising for the Airport Manager/FBO Operator's contract.

(11) Agenda Items for Next Meeting: Airport Day

(12) Adjournment: Joe Malsack made a motion to adjourn and Chris Malm seconded. Meeting adjourned.

These Minutes were recorded by John Miller, the Airport Manager and were ratified at the May 21, 2014 Airport Commission Meeting.