

**CABLE UNION AIRPORT
AIRPORT COMMISSION MEETING
TUESDAY, JANUARY 16, 2024 – 4:30 PM
CABLE COMMUNITY CENTRE**

MEETING MINUTES

Call to Order

Chairman Rowe called the meeting to order at 4:31p.m.

Attendance: Chairman Doug Rowe, Commissioners Ray Ebert, Joe Garceau, Jeff Hurula, Bob Rasmussen, Susan Thurn, Airport Manager Mike Nichols, Treasurer Dale Kruse, Secretary Holly Holly.

Guests

Karl Kastrosky, Cable Gun Club

Matt Messina, BOA

Rich Boley, Hanag Owner

Mark Graczykowski - BOA

Approval of Agenda

Motion to move Public Comment after Approval of the Agenda and add Insurance Discussion as an agenda item. Motion by Commissioner Ebert to approve as amended, seconded by Commissioner Hurula. Motion carried unanimously.

Public Comments

Karl reported berm construction is complete which has increased safety. There is more work to complete and plans are to slightly lower the elevation at the 30 yard range for increased safety. Mr. Kastrosky asked if it would be possible to leave the brush and trees behind the rifle range to create an additional barrier between the range and the airport as an added safety measure. Chairman Rowe agreed that could be noted when future cutting is planned. Signage for the gun club is yet to be completed and Mr. Kastrosky indicated he would like to work closely with the Commission to be sure it is accurate. More discussion to be held at the February meeting.

Mr. Boley said some clips on the gate chain are missing, but the gate is still functional. Birkie is making snow and it appears to be drifting onto the runway which could create a safety issue. Mr. Boley also inquired as to what the current arrangements are for snow plowing? Manager Nichols explained the Town of Cable charges each time they plow and they plow when two inches or more accumulate; the town roads are plowed first and then the airport is addressed. Joe Conley reports to Manager Nichols if they are not able to plow the same day and at that time Mr. Nichols will close the airport. Mr. Boley stated the access road had drifted and the town crew

did a good job of clearing it. Icy runway conditions were discussed and Manager Nichols informed the commission that sand for the runway cannot come from the Town of Cable as it is mixed with salt and pea gravel. There was discussion to consider purchasing a pto sand spreader for the tractor and sand by the bag in the future to make the airport more usable in the winter months.

Approval of Minutes – December 6, 2023

Motion by Commissioner Hurula to approve minutes as presented, seconded by Commissioner Garceau. Motion carried unanimously

Treasurer's Report

Expenditures were \$14,012.41. Receipts were \$1,019.21 (\$988.53, 167.14 gallons gas, 2 fuel sales). Balance on 12/31/23 was \$78,515.07.

The Department of Corrections invoice and reimbursement for materials purchased by Commissioner Garceau were not reflected on the month end report, but will be added to December expenses (approximately \$2,000) .

A year end report was distributed for comparison between 2022 and 2023.

Commissioner Hurula verified the bill from The Department of Corrections was accurate with the exception of the dates they were actually on site, but the total amount of the invoice was less than originally anticipated. An invoice for use of the wood chipper has not yet been received.

Steve Bruse gave a partial deposit in 2023 for two lots, Treasurer Kruse questioned if he should send a bill in 2024 or wait for construction to begin. The commissioners agreed he should be billed when construction approval is given. Kelly Nelson's bill will not be sent at this time pending possible sale of his hangar.

Invoice for 2024 Birkie event parking will be sent this week.

No receipts from Town of Cable, Drummond or Bayfield County have been received at this time. Receipts have been received from the Town of Namakagon and three tenants. Commissioner Thurn questioned the monthly statement in regards to Manager Nichols line item the split reflects hourly and salary.

Fuel sales summary for 2023 included 112 fuelings (2,636 gallons) at \$15,041.41.

Motion by Commissioner Hurula to accept the treasurer's report and file it for audit, seconded by Commissioner Garceau. Motion carried unanimously.

Manager's Report

Courtesy car tires are in need of replacement. Quote for a set of four tires was \$746.44. The Commission agreed to replace the tires; Manager Nichols will make arrangements with Rocky's Service to have them replaced.

Morton Buildings called on a potential new hangar tenant, who is also a flight instructor. Morton Buildings believes he would need to build according to commercial regulations. There was discussion about how beneficial it would be to have a flight instructor on site and that it would not be considered a commercial business. This was also verified in the Airport Ordinance discussion, that any business or commercial use of airport property needs to be addressed in an agreement between the lessee and the Commission.

OLD BUSINESS

SRE Building Update/Update BOA – Matt Messina

In the original Phase 2 proposal, asphalt on the roadway to the hangar area was not included, so the bid process will be pushed back from February to at least March, giving the historian 30 days to review. Once approved it can proceed to the bidding process.

Funding paperwork for the SRE building is currently with the BOA's administrators office and it is expected to be forwarded to Cooper Engineering by the end of January. Mr. Volker will advise on design time required before a timeline for construction can be determined. Mr. Messina indicated the airport is part of the 2024 crack seal program to be completed this year.

Commissioner Garceau and other hangar owners have inquired as to the feasibility of a weather reporting system such as an AWAS to be installed at the airport. Mr. Messina said Hayward Airport has an AWAS system. Mr. Graczykowski informed there is no limitation to how many systems can be in any given area and thinks it could be federally funded (estimated cost is \$150,000-\$200,000 and have a life expectancy of 15-20 years). He is interested in attending future meetings to see how he is able to assist in funding future projects.

EA Update/Hangar Expansion

A special meeting has been scheduled for January 25, 2024, at 4:30 p.m. Mr. Messina and Mr. Volker will go over all the Environmental Assessment options and the Commission will be able to choose their preferred option. Chairman Rowe will forward a comprehensive document from Mr. Volker with all the options to be discussed at the meeting for commissioners to review.

NEW BUSINESS

2024 Budget

The 2024 2.0 budget proposal reflects January-December 2023 expenses and receipts; the previous draft only included January through October 2023. Major changes included income back down to pre-2023 levels due to income from insurance claims and expenses are down because storage garage and terminal exterior are complete. Commissioner Thurn questioned how the Manager's hourly rate is reflected and Treasure Kruse explained the hourly rate is split between airfield maintenance and garage line items.

Motion by Commissioner Thurn to approve 2024 2.0 budget as presented, seconded by Commissioner Hurula. Motion carried unanimously.

Property Insurance

Motion by Commissioner Garceau to approve quote for property insurance, seconded by Commissioner Rasmussen. Motion carried unanimously.

Airport liability and directors/officers insurance to be further discussed at the January 25, 2024, meeting after the quote has been received. Discussion to check with each town to see if commissioners are covered under each town's insurance policy.

Airport Operation Ordinance

Additional discussion on several areas. Final discussion at the February meeting and then it will be forwarded to the Towns of Cable, Drummond, and Namakagon for approval.

Commission Elections

Commissioner Hurula nominated Chairman Rowe to continue in the role of chairman, nomination seconded by Commissioner Ebert. The ayes have it and Chairman Rowe will continue in the role of Chairman.

Commissioner Ebert nominated Commissioner Hurula to fill the position of Vice Chair being vacated by Commissioner Rasmussen, nomination seconded by Commissioner Garceau. The ayes have it and Commissioner Hurula will fill the position of Vice Chair.

Thank you to both Chairman Rowe and Commissioner Hurula for your willingness to fill these positions.

Terminal Restoration Update

Commissioner Thurn is looking for direction on what Manager Nichols should start working on inside the terminal. She will email the plans to commissioners and further discuss them at the February meeting. After that discussion it will be determined if there are projects to be done this winter. Manager Nichols will block off areas that should not be accessed by the public, but still allow access to the restroom.

Future Airport Events

Commissioner Garceau is investigating the possibility of hosting a Short Take Off and Landing competition, but he has not received any responses from organizations that currently host. Chairman Rowe suggested a dance/bbq in the hangar area. All in attendance thought this would be a good idea. More discussion to take place at future meetings.

Phase 2

Kelly Nelson's hangar will be available for sale in the near future and Kerri Nelson has given the airport first right of refusal. Mr. Graczykowski advised federal money may be available for the Commission to purchase the hangar; however it is not common for the FAA to purchase used hangars, but this hangar is only five years old (the state is precluded from purchasing hangars). Commissioner Rasmussen will look into having an appraisal done as well as checking with Kerri to see if one has already been done. There was discussion regarding benefits of the Airport owning a hangar, revenue generating potential, and the need to borrow funds to purchase while pursuing federal reimbursement, which is not guaranteed. Commissioner Rasmussen stated the Town of Namakagon would have the option to secure financing in an effort to obtain a favorable interest rate. Commissioner Thurn asked Commissioners Hurula and Rasmussen if they would check with the Wisconsin Towns Association to see what the process would be to take a loan to purchase property and what public notice/approval would be required from each town board and/or voters.

Telemark Properties, LLC

Chairman Rowe extended an invitation to Mr. Pobloski to attend the January 25, 2024, Environmental Assessment meeting as he is a key neighbor to the south.

Tree Clearing

Chairman Rowe will obtain written approval from Mr. Pobloski to take down the big tree on the Telemark Properties. Commissioner Ebert is willing to use his tractor to move the tree.

Items for Next Agenda:

- Airport Operation Ordinance
- Future Airport Events
- Phase 2 Hangar Expansion Project
- SRE Building Update
- Tree Clearing
- Terminal Renovations

Next Meeting:

To be determined 1/25/24

Adjournment

Chairman Rowe declared the meeting adjourned at 6:20 p.m.