

**Cable Union Airport  
Airport Commission Meeting  
Thursday, July 11, 2019 - 3:30 p.m.  
Cable, WI**

**MINUTES**

The following were in attendance: Chairman Doug Rowe; Commissioners Kelly Nelson, Pat Rogers, Sue Thurn; and Airport Manager Mike Nichols.

Representatives from Becher Hoppe Karl and Brett

**Approval of Agenda**

MOTION by Commissioner Thurn, seconded by Commissioner Rogers to approve the July 11, 2019 agenda. MOTION carried.

**Approval of June 20, 2019 Meeting Minutes**

MOTION by Commissioner Thurn, seconded by Commissioner Rogers to approve the June 20, 2019 meeting minutes as presented. MOTION carried.

**Treasurer's Report**

Checking Account Balance June 20, 2019:	\$27,767.50
Checking Balance July 11, 2019:	\$16,007.05
Manager's % of Fuel Sales (To be transferred from Gas Savings)	\$ 264.25
Gas Savings Account:	\$14,611.98

It was reported that the Commission received an email from Deputy Clerk Tammy Rasmussen on how to proceed with paying Commission employees through Cable.

MOTION by Commissioner Rasmussen, seconded by Commissioner Nelson to route all payroll for Commission employees through the Town of Cable. MOTION carried.

Bayfield County has confirmed that annually it gives an allotment of \$10,000 to the Ashland Airport. The Commission discussed the fact that the Ashland Airport is not in Bayfield County, and the Cable Union Airport should receive at least as much as Ashland. The County has indicated that any increase in allotment requests will be met with the need for good reason.

The Fat Tire event is September 13 and 14, 2019. As agreed with Fat Tire officials, Treasurer Dick Fredericks will send an invoice for \$500 per day for parking allowed on airport property.

### **Manager's Report**

The fuel terminal is now online. The entire installation cost \$1260, including electric and the line Norvado installed. There is a warranty for two years. Tech support is \$945 per year, but there is no telephone bill.

FAA will conduct its next snapshot of the airport in December 2019, for Fiscal Year 2021-2022. This is when our now 12 based planes will show on their records, qualifying the airport for federal funding in 2020.

Birkie Representative Kristi Maki will attend the Airport Commission meeting in August to discuss parking for Birkie events.

Tim DeChant has been contracted to set the rod in concrete for the hangar door.

The Fly-In Hamburger Night will be Tuesday, July 16, 2019, from 5:00 to 7:00 p.m. There is also a flyer for the free youth rides for August 3, 2019, that is also being advertised by the Cable Area Chamber of Commerce.

### **Public Comment**

There was none.

### **OLD BUSINESS**

#### **Update of Parking on Airport Property for Birkie Events**

This item will be addressed at the August meeting.

#### **Possible Brushing Project Of Property Perimeter And Renting/Purchasing Brushing Equipment**

Commissioner Fredericks agreed to find out a cost from Del Jerome for brushing the property perimeter, which may be less expensive than renting a skidsteer with brush hog for \$3000 a week plus \$150 for a new blade and blade bolts, plus having to pick it up and return it.

#### **ALP Review, Input For Finalization And Petition Requests And Finalization**

Commissioner Nelson will call Mark Graczykowski for the list needed for the petition. Notice must be posted 15 to 20 days before the public hearing, which is scheduled for August 20, 2019. On August 20, 2019, there will be a regular Commission meeting at 4:30 p.m.; a public hearing at 6:30 p.m. and a special Commission meeting immediately following the public hearing. A quorum is needed for the special meeting. All meetings will be at the Cable Community Centre.

### **Update And Entitlement Endorsement From BOA Representative Mark Graczykowski**

Mark Graczykowski was not present so there was no report.

### **Terminal Building Maintenance And Qtpod Installation**

There was no new information to report.

Commissioner Thurn will follow up on a new sign for the hangar making it as close to the original style as possible.

Airport Manager Nichols will get estimates for painting that is needed.

### **Parod Hanger Entrance Project Refund**

This item will be on the petition.

### **Update on Compliance Issues**

Chairman Rowe will call Mark Graczykowski for an update.

### **Update On Possible Equipment Purchases For Mowing**

Commissioner Rasmussen is working on this issue. Three bids will need to be solicited.

### **Update of 6-Year Plan and New Petition**

These documents are being prepared for a public hearing August 20, 2019.

### **Update on Cable Natural History Museum use of Airport Property**

Commissioner Nelson and Rogers are hosting the annual fundraising event for the Cable Natural History Museum at Commissioner Nelson's hangar on July 27, 2019.

## **NEW BUSINESS**

### **Review of Airport Ordinance**

This item was tabled.

### **Update on Mowing and Budget**

The current mower being used is fragile, but Manager Nichols keeps it repaired and able to work. There is no agreement with the owner for usage this year.

**Possible Beacon Replacement** The beacon will be replaced on top of Telemark. Telemark land has been leased to the Birkie, but the owner will allocate as much land as needed for the beacon. The owner is willing to sign a Quit Claim Deed and easement for access for the beacon.

### **Airport Manager's Job Description**

The Commission discussed duties considered part of the Airport Manager position and additional pay for work that is beyond the scope of the job description. The Commission will supply all equipment needed. Commissioner Thurn will redraft the job description.

### **Burger Night Fly-In**

Burger Night Fly-In will be July 16, 2019, at the Cable Union Airport, beginning at 5:00 p.m.

### **Advertisement of Upcoming Events and the Airport**

The Commission requested Manager Nichols look into advertising airport events and hangar lots online and in technical magazines. Anyone can rent hangar space for \$25/night.

### **Payroll Options for Secretary and Manager**

This was discussed under the Treasurer's Report.

### **Commission Treasurer Replacement Options**

It was suggested that the Town Clerk from Drummond, Cable or Namakagon take on the treasurer duties. Commissioner Fredericks will contact Namakagon Town Clerk Laura Bjork about doing this work.

### **Items For Next Meeting Agenda**

County Allotment  
Birkie Parking  
Hangar Door  
Hangar Sign  
Brushing  
Equipment Purchases  
Beacon Replacement  
Airport Manager Job Description  
Treasurer Duties

### **Set Date For Next Meeting**

The next regular Airport Commission meeting will be August 20, 2019, at 4:30 p.m. at the Cable Community Centre.

**Adjournment:** Chairman Rowe adjourned the meeting at 5:33 p.m.