

**Cable Union Airport
Airport Commission Meeting
Thursday, December 12, 2019
4:30 pm at the Cable Community Center
County Hwy M, Cable, WI.**

MINUTES

Call to Order:

A quorum being present, Chairman Rowe called the meeting to order at 4:45 p.m.

Approval of Agenda

MOTION by Commissioner Rogers, seconded by Commissioner Kelly to approve the agenda as presented. MOTION carried.

Approval of Minutes

MOTION by Commissioner Kelly, seconded by Commissioner Rogers to approve the November the November 28, 2019 meeting minutes as presented. MOTION carried.

Treasurer's Report

Balance October 21, 2019:	\$11,328.35
Income:	
Rod and Gun Club Land Contract	\$3,253.30
Parod Hangar Rental	\$ 600.00
After Invoices Current Balance:	\$11,462.04
Gas Savings Account:	\$12,525.58

Commissioner Fredericks noted that the invoices for power, plowing, and propane have not yet been received. Until those bills are paid, the year-end estimate is not known.

The Fat Tire has submitted \$1000 for parking for the 2019 Fat Tire event.

MOTION by Commissioner Thurn, seconded by Commissioner Kelly to approve the Treasurer's Report and file it for audit. MOTION carried.

Manager's Report

Mike Nichols reported that the terminal is not yet fixed. The installer will look at it after the holidays. Currently, there is 400 gallons of fuel. Fuel will not be ordered until the terminal is repaired.

On December 13, 2019, FAA will conduct its Snap Shot online review of the Cable Union Airport. There are now 11 based planes.

The airport has been closed three times this season due to snow storms. Plowing will be over budget. It is important to impress on Mark Graczykowski how much the airport needs its own equipment.

Public Comment

There were no public comments.

OLD BUSINESS

Possibility of Parking Vehicles on Airport Property for the Birkie

This item was tabled.

Update from BOA

Chairman Rowe reported receiving an email from Mark Graczykowski. The airport is due to receive 95% of \$36,000 for crack seal work. That means \$1800 from the 2020 budget will need to be scheduled. Mark reported that he is working on all eligible airport reimbursements and will try to come to the January meeting.

The BOA requires three quotes for mowing equipment. Commissioner Rasmussen is in the process of getting a third quote from Northland in Stone Lake.

Update on Compliance Issues

There was no new information to report.

Update on Hanger Building Handbook

The Commission commended Commissioner Kelly for his work to update and revise the Airport Hangar Construction Guide.

MOTION by Commissioner Thurn, seconded by Commissioner Rogers to approve the October 2019 Hangar Construction Guide for the Cable Union Airport. MOTION carried.

Update on Treasurer's Position Replacement

Secretary Allen recommended the Commission hire newly appointed Treasurer Kelly Rauch to serve as the Commission's treasurer. Kelly has indicated an interest. Chairman Rowe agreed to contact Kelly and talk to her about duties and pay. The position would be effective in January 2020.

NEW BUSINESS

Beacon Land Acquisition from Cliff Louis

Commissioner Rasmussen stated that it has been recommended that a survey be conducted rather than a title search. He is in the process of contacting Nelson's Surveying. The original easements and deeds for

the property are needed at the time the tower was placed on the site. Chairman Rowe stated that he will contact the BOA to find out if they have all the easements from the original placement of the beacon.

Consideration of 2020 Budget

Commissioner Fredericks reported that the Town contributions from Cable, Drummond and Namakagon and Bayfield County will remain the same at \$8,500. This is the main source of revenue for the Commission until eligibility for FAA funding is achieved.

The Birkie has not responded to using airport property for parking so \$5000 has been removed from the budget. The Cable Rod and Gun Club is also offering parking as a fundraiser. As their property abuts airport property, it was the consensus of the Commission to approach partnering with the Gun Club to allow access to airport property if the gun club area parking is full.

When the Gun Club submitted their land contract payment, 3% was added on the principal so the payment is \$3,178.30 instead of \$2500.

Expenditures highlighted include:

- Raises for staff to be discussed in Closed Session
- Phone and internet expense is down to \$108/month because of one less phone line
- Plowing is at \$6,410, but all 2019 invoices have not been received; \$8900 is budgeted for 2020
- Mowing expenses were \$2,492 and \$2500 plus \$1500 rental for a mower, if the Commission is unable to purchase one is budgeted for 2020
- Propane is budgeted at \$1500; the price is down from \$1.39 to \$1.10/gallon
- Insurance may increase by \$5,500
- \$1500 for fuel system maintenance
- \$1000 for additional miscellaneous maintenance
- \$1500 for building maintenance for work on Parod Hangar or terminal
- \$1800 for asphalt maintenance
- \$2000 for future project fund

The 2019 budget is down by \$13,000 but will be covered with the left over checking balance. It is estimated there will be \$4,000 to roll over into 2020, depending on plowing expenses.

The budget is balanced with a total of \$46,000 in expenditures and income projected at \$48,000 with \$4,000 carryover. The final budget will be approved at the January 2020 meeting.

CLOSED SESSION

MOTION by Commissioner Rasmussen, seconded by Commissioner Thurn to move into a closed session meeting at 6:03 p.m., pursuant to WI Statute 19.84(2). Roll call showed Chairman Rowe; Commissioners Fredericks, Nelson, Rogers, Rasmussen, Thurn and Secretary Allen in favor.

Chairman declared the closed session adjourned and reconvened the open meeting at 6:30 p.m.

The following motions were made in Closed Session:

MOTION by Chairman Rowe, seconded by Commissioner Nelson to appoint Kelly Rauch as Airport Commission Treasurer. MOTION carried.

MOTION by Chairman Rowe, seconded by Commissioner Rasmussen to approve a net stipend of \$100 per month for Kelly Rauch. MOTION carried.

MOTION by Commissioner Rasmussen, seconded by Chairman Rowe to increase Mike's annual salary to \$7200/year and leave the hourly rate at \$18/hour. MOTION carried.

Next Meeting: January 8, 2019 – 4:30 p.m., Cable Community Centre

Agenda items will include:

- New terminal building
- Old easement
- 3rd Mowing Bid

Adjournment: Chairman Rowe declared the meeting adjourned at 7:42 p.m.