

**CABLE UNION AIRPORT  
AIRPORT COMMISSION MEETING  
November 16, 2021  
4:30 P.M. at Cable Union Airport**

**MINUTES**

**CALL TO ORDER**

Chair Rowe called the meeting to order at 4:30 p.m.

**IN ATTENDANCE:**

Chairman Doug Rowe; Commissioners Kelly Nelson, Sue Thurn, Bob Rasmussen, Jeff Hurula, and Pat Rogers; Airport Manager Mike Nichols; Treasurer Dale Kruse; Matt Messina, BOA.  
Brad Volker, Cooper Engineering attended via zoom.

**APPROVAL OF AGENDA**

Motion by Commissioner Hurula, seconded by Commissioner Nelson to approve the agenda as presented. Motion carried.

**APPROVAL OF MINUTES - OCTOBER 19, 2021**

Page 2: Correction to 333 gallons of fuel sold.

Motion by Commissioner Thurn, seconded by Commissioner Rasmussen to approve the October 19, 2021 meeting minutes as corrected. Motion carried.

**TREASURER REPORT**

Motion by Commissioner Nelson, seconded by Commissioner Hurula to approve the financial report and file it for audit. Motion carried.

**MANAGER REPORT**

Commissioner Rasmussen and Mike will transport the mower to Hayward for repair.

Snow equipment is ready for the season. Mike is working with the Cable town road crew on a schedule to plow the runway.

**BOA REPORT**

Matt Messina reported that CRRSSA grant funds have been received. In order to qualify for the funds, the Commission must adopt a face mask policy that complies with CDC standards and requirements. The Commission is eligible to receive \$9,000. The CRRSSAA, ARPPA and CARES funds are for operational expenses.

### **EA UPDATE/HANGAR EXPANSION UPDATE**

Draft plans have been sent out which are slightly different from the ALP. Intersections are designed to fulfill FAA standards. Next steps include safety plan sheets, coordination with utilities, and designing 60-foot wide rectangular pads. Brad Volker will contact utilities. It is anticipated the project will be bid after the new year. Estimated funding includes a hangar access road.

Tree maps have been received for all alternatives being considered in the EA.

### **TERMINAL RESTORATION UPDATE**

There was no new information to report.

### **AIRPORT SECURITY UPDATE**

Commissioner Thurn agreed to talk with Cable Board Member Dean Hambrecht regarding boulders to block access points into the airport property. Mike will be contacted for placement of the boulders. Commissioner Nelson will purchase 4 12-foot gates. Commissioners Rasmussen and Nelson will install poles to mount the gates.

### **NEW BUSINESS**

#### **FACE COVERING MASK POLICY**

Motion by Commissioner Rasmussen, seconded by Commissioner Hurula to adopt the mask policy drafted by Commissioner Nelson. Motion carried.

#### **BUDGET UPDATES**

- Increase hangar leases to \$3,024
- Add in \$20,000 for Parod Hangar roof
- Change tractor income to \$9,000 from CRRSAA grant
- Show carryover from 2021 budget

The 2022 budget will be finalized at the December meeting.

**CLOSED SESSION:** Motion by Commissioner Rasmussen, seconded by Commissioner Nelson to go into Closed Session, pursuant to Wisconsin Statute 19.85(1)(c). Roll call voting aye: Chairman Rowe; Commissioners Nelson, Rogers, Rasmussen, Thurn, Hurula.

The Commission discussed staff salaries for 2022.

Motion by Commissioner Nelson, seconded by Commissioner Hurula to increase the salaries for the Secretary and Treasurer positions to \$100/month. Motion carried.

Motion by Commissioner Nelson, seconded by Commissioner Rasmussen to increase the Airport Manager's salary from \$7,440 to \$7,740/year.

MOTION by Commissioner Rasmussen, seconded by Commissioner Nelson to adjourn the Closed Session. Roll call voting aye: Chairman Rowe; Commissioners Nelson, Rogers, Rasmussen, Thurn, Hurula.

Chair Rowe reconvened the open meeting. The following motions were adopted during closed session:

Motion by Commissioner Nelson, seconded by Commissioner Hurula to increase the salaries for the Secretary and Treasurer positions to \$100/month. Motion carried.

Motion by Commissioner Nelson, seconded by Commissioner Rasmussen to increase the Airport Manager's salary from \$7,440 to \$7,740/year.

**ITEMS FOR NEXT AGENDA:**

- Finalize 2022 budget
- Airport Security
- Terminal Restoration Update
- EA and Hangar Expansion Update with Brad Volker
- BOA Update with Matt Messina

**NEXT MEETING DATE:**

The next meeting will be held Tuesday, December 21, 2021, 4:30 at Cable Community Centre.

**ADJOURNMENT**

Chair Rowe declared the meeting adjourned at 6:04 p.m.