

**AIRPORT COMMISSION MEETING
TUESDAY, SEPTEMBER 21, 2021
4:30 P.M. CABLE UNION AIRPORT**

MINUTES

Call to Order:

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

Attendance:

The following Commissioners were in attendance: Chairman Rowe; Commissioners Hurula, Nelson, Rasmussen, Rogers and Thurn.

Also attending were: Dean Hambrecht, Dale Kruse and Rod & Teresa Peters

Approval of Agenda

Motion by Commissioner Rasmussen, seconded by Commissioner Rogers to approve the 9-21-2021 meeting agenda as presented. Motion carried.

Approval of Minutes - August 18, 2021

Motion by Commissioner Kelly, seconded by Commissioner Hurula to approve the August 18, 2021 meeting minutes as presented. Motion Carried.

Treasurer's Report

Checking Account Balance: **\$27,292.78**

Fuel Savings Account Balance: **\$ 4,444.90**

Chairman Rowe reported that the Commission took in \$648 was taken in for the hamburger fly-in on August 31, 2021. This amount was not included in the treasurer's report and needs to be added. Also, monthly account balances need to be reported. Deanne will contact Kelly for the balance information and addition of fly-in income.

The Commission discussed an audit of the treasurer's records in preparation for a new treasurer to be appointed. Chairman Rowe and Commissioner Rasmussen will review the records.

Motion by Commissioner Rasmussen, seconded by Commissioner Nelson to accept the treasurer's report, subject to audit review. Motion carried.

Manager's Report

Airport Manager Mike Nichols reported that the QTPOD terminal went off line due to the need to replace the computer box in the terminal. The box was replaced at a cost of \$1,6382.39. The Commission will not have to pay this cost, as the system is under warranty.

Mike is waiting for an insurance quote from Randa, Young & Associates in Duluth for the new tractor and equipment. It is just a matter of adding on the new equipment to the current insurance policy.

Trees on the turf runway are exceeding a 20:1 slope. Removal is included with the Environmental Assessment work.

Mike reported that the Hamburger Fly-In brought in 29 planes with many compliments on the food. A \$200 donation was received from Mike Hickey from Milwaukee. The Commission collected \$648 in donations for the event.

The Fat Tire event advertised airport parking on their website. However, due to an oversight no advance request was received from Peter Spencer, Director of the event. Mr. Spencer subsequently agreed to a charge for two days parking, which would be \$500 per day. However, the Fat Tire also allowed parking on the airport lot immediately across from the old lodge without permission. It was the consensus of the Commission to send an invoice for \$1,250—the \$500 per day rate for parking, plus \$250 for use of the gravel parking lot across from the old lodge. A note will be sent with the invoice to explain the \$250 added fee with a request for advance notice next year.

Mike is working with Brad Volker to identify airport boundary lines and put in markers. Matt Messina stated that the BOA has a cooperative agreement with Badger State Industries through the Department of Corrections for signs. He will follow up on getting signs for the airport that state, “Airport Property No Trespassing” with the DOT logo on the sign. Signs can be wrapped into the existent EA project.

Public Comment

Rod and Teresa Peters indicated their interest in building a hangar at the Cable Union Airport and will bring a site plan in the near future. They expressed their appreciation for the cooperation of the Commission and Mike in answering all their questions. They plan to start construction next spring. The Commission has adopted a color policy for the hangars. The color planned by the Peters must be submitted to Mike Nichols to verify it is in compliance.

Mr. Peters asked about a fee for water. Commissioner Nelson explained that all hangar owners have chipped in approximately 1/4 the cost of the well—approximately \$4000 to \$5000 because of horizontal boring. That would be the cost to the Peters. Power is \$725 for each hangar owner.

Mr. Peters asked about rules regarding use of the hangar. Chariman Rowe stated that rules are in compliance with FAA regulations. The hangar must be for aviation use. However, there is no problem with extra storage, such as a boat during winter. If an owner wishes to start some type of business in the hangar, permission must be granted by the Commission.

OLD BUSINESS

Future Birkiebeiner Plans

Commissioner Thurn noted the Master Plan proposed by the Birkiebeiner Ski Foundation for the Telemark property. Commissioner Rogers stated that the plan emphasizes the need for the airport to fence its property.

BOA Update

Matt Messina reported that he continues to work on the EA to coordinate exhibits requested by the National Park Service (NPS).

Chairman Rowe asked the status of receiving funding the airport is eligible for due to COVID grants. Matt stated that the BOA is still waiting for the grants in order to process payments. Chairman Rowe stated that the Commission has sent invoices for the eligible \$1000 from the CARES Act. Invoices have also been sent for the eligible \$9000 from SIRESSA funds. No invoices have been sent for the eligible \$22,000 from AARPA funds.

Parod Hangar Restoration

Commissioner Thurn stated that a short-term/long-term plan is needed for Parod Hangar. There is significant structural damage occurring because of water leaking into the building, and new equipment is being stored there.

Dean Hambrecht stated he believes the building is structurally sound, but there are leak problems between the hangar and accessory building. The rotting rafter on the shed can be repaired. The dome roof on the main hangar leaks, but it is not severe. Another option would be to put up a pole building for storage.

Chairman Rowe asked for a cost estimate to fix the roof. Dean offered to work with Mike and Commissioner Rasmussen on estimated costs to fix the roof and walls to be considered at the next meeting in October.

Environmental Assessment Update - Brad Volker, Cooper Engineering

Mr. Volker reported that he will be talking through EA Alternatives 1 through 5 with the FAA, BOA and NPA. Additional DOT exhibits have been ordered to show detailed, thorough exhibits for each alternative in the EA. When the exhibits have been collected, the Commission will be asked to review them with the chart of alternatives to become familiar with what is being asked of neighbors to accept.

Mr. Volker stated that there is no significant impact to 3400 feet between displaced thresholds. The last ALP done by Becher Hope shows a future layout of 3400 feet. If that is the preferred alternative, that would slightly reduce the north threshold displacement and substantially reduce the south threshold displacement. Data will be provided on impacts to trees on neighboring properties.

Hangar Expansion

Mr. Volker reported that soil borings have been done and wetland delineated. Drawings for Commission review have been started. If funding is in place, construction can begin next spring. Matt Messina stated that he does not anticipate funding to be a problem.

Chairman Rowe asked if a second call will be scheduled with NPS. Matt stated that the awaited DOT exhibits with a purpose and needs statement will be sent to NPS. A call will be scheduled after they receive those documents.

Terminal Restoration

Commissioner Nelson stated that he would like to see the old terminal preserved as long as it can be made usable as a terminal. Space is needed for an adequate size conference room, three offices, a pilot lounge, space to host pilot training. The existing building was not designed to be a terminal. Thoughtful consideration is needed to determine how to convert the building into a useful terminal.

It was the consensus of the Commission to work within budget and begin renovation one side at a time to save the old terminal,

Dean Hambrecht, DH Home Repair, presented the following quote for the west wall:

| | |
|---|-----------------|
| 2 96 x54 single hung w/picture, builder grade vinyl, nailflang, white | \$1578.00 |
| 8 5/4x8 treated exterior trim | \$70.00 |
| Labor for windows \$400 - \$600 depending on what is in wall | \$600.00 |
| | \$2248.00 |
| | |
| 1 house wrap | \$60.00 |
| | |
| 240sf 5/4x4x8 T1-11 siding | \$326.00 |
| 200 sf 2x8 SPF 1/2 log siding | \$1160.00 |
| | |
| Labor for siding | \$800.00 |
| | |
| Total estimate | \$1096 - \$2020 |

Dean stated that he is flexible and willing to work however directed by the Commission. One issue with siding will be how to mitigate old lead base paint.

It was the consensus of the Commission to begin with the west wall and put in new windows this fall, if possible, or next spring. Dean agreed to immediately begin calking and sealing around the windows. Ordering siding will wait to see if prices come down.

Motion by Commissioner Hurula, seconded by Commissioner Nelson for Dean Hambrecht to order new windows for the west side of the terminal building. Motion carried.

Airport Security

There are five open areas where people trespass onto airport property. It was agreed that Mike would work with Jason Swanson from the Town of Cable to get boulders that the town will give to the airport to block three of the areas. Mike and Commissioner Rasmussen will get quotes for gates with locks for the other two areas.

Motion by Commissioner Rasmussen, seconded by Commissioner Hurula to use the \$1,250 parking revenue from the Fat Tire to purchase gates for the airport. Motion carried.

Treasurer Position

Mr. Dale Kruse has indicated interest in serving as Commission Treasurer. He has had over 20 years experience as FBO in Bloomington, Illinois and also served as treasurer to the flying club in Bloomington.

Mr. Kruse asked about periodic audits, income, disbursements, taxes, payroll and bonding. Chairman Rowe explained that the Commission used to have audits once a year, but there has not been one since Kelly Rauch took over as treasurer. The main income of the Commission is from the three-member towns, \$8,500 each from Cable, Drummond and Namakagon; and \$8,500 from Bayfield County. Payroll is done through the Town of Cable. The Commission is tax exempt as a government entity. The Commission has not purchased bonding for the treasurer, but the cost is reasonable. Treasurer duties are mainly to deposit all income, prepare and send out all invoices, pay all disbursements, balance bank statements, assist with preparation of the annual budget and present a monthly report at Commission meetings.

Motion Chairman Rowe, seconded by Commissioner Nelson to appoint Dale Kruse as Treasurer of the Union Cable Airport Commission and authorize him to be a co-signator on all checks with Chairman Doug Rowe and Commissioner Robert Rasmussen. Motion carried.

It was the consensus of the Commission to again begin annual audits and consider bonding for the treasurer. An audit of the present treasurer books will be conducted prior to changing the signatures at the bank. Chairman Rowe agreed to get all bank statements and book work from Kelly Rauch.

Fly-In - Fall Fest, September 25, 2021 - Pancake Breakfast

Plans were reviewed for the Pancake Breakfast Fly-In on Saturday September 25, 2021, from 8:00 a.m. to Noon.

Kay Rowe clarified from Commissioner Rasmussen items to purchase and items that he will bring. Kay and Deanne will shop for the fly-in Friday morning, September 24th.

Pilots will be made aware that there is a courtesy car for anyone wishing to go into Cable for the Fall Fest.

Next Meeting Agenda Items:

Audit Report

Insurance quote for new equipment addition to insurance policy

Cost Estimates for Parod Hangar Repair
BOA Update
Status of COVID Relief Funding
Hangar Expansion Update
EA Update
Terminal Restoration Update
Airport Security Update
Plan 2022 budget

Next Meeting: October 19, 2021 - 4:30 at Airport

Adjournment

Chairman Rowe declared the meeting adjourned at 6:45 p.m.