

Approved Minutes of June 14th, 2021

Submitted by Doug Stephens, July 13th, 2021

Meeting was held via Zoom. Please see documented access information at the end of these minutes.

Airport Commission Meeting

June 14th, 2021, 6:00 pm

Meeting held via Zoom

- I. Commission Meeting Call to Order: by Cooley, Chairman @ 6:00 pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Mike Dalecki (P), Kathy Kopp (P, City of Platteville Common Council, Airport Representative) (P), Chuck Runde (P), Joe Sener (P), Doug Stephens (P), Danny Xiao (A). Others: Alaine Olthafer-Lange (A&A Aviation, Airport Management), Nicola Maurer (City of Platteville Administrative Director), Adam Ruechel (Platteville City Manager), Brandon Herbert (Strand), Josh Holbrook (BoA)
 - c. Ruechel stated that the City's emergency (COVID 19) order ends in July. The July Airport Commission meeting will be in person at the Airport.
- II. Approval of Minutes, April 5th special mtg and May 10th 2021: Cooley, (Stephens late to mtg)
 - a. Motion by Du Plessis to approve the minutes, 2nd by Sener. Passes unanimously.
- III. Citizen's Comments, Observations and Petitions: Cooley, Chairman
 - a. No citizen comments, observations, or petitions were noted.
- IV. Sub-Committee Meetings: Cooley, Chairman
 - a. Herbert says bidding in August may be better as prices come down. Herbert presented 80% plans via .pdf. Getting close and should have ready to support the August Bid opening. Base bid will be a 70' x 70' hangar. Add four T-hangars as alternate 1. Add six T-hangars as alternate 2.
 - b. Cooley confirmed this is what the commission wanted.
 - c. Cooley asked A&A Aviation if they had seen the plans, and Olthafer-Lange stated that Herbert had shared some of the plans with them so far.
 - d. Holbrook had contacted the BoA for approval.
 - e. Olthafer-Lange stated that she would like to discuss the Airport Master Plan, as it mentioned siting a new corporate hangar. We may have to look at paving more area to build out a potential future master plan.
 - f. Herbert stated that bid opening will be August 19th, then the contractor is awarded the contract, then the contractor would select an erector or materials vendor. We might not get the building until March. Supply chain is an issue as well as getting steel. Holbrook noted that we could be doing site and foundation ahead of getting steel on-site.
 - g. Cooley asked why we would want to lock in higher August prices. Herbert explained that the contractor would need to lock in their best prices before they bid, but we would likely not get any money back if the prices go down.

- h. Herbert stated that plan set review comments would need to be in in the last week of June or early July. The project will be advertised in mid to late July.
- i. The Commission discussed a Building Committee meeting to occur before the July regular meeting. The Building Committee will meet June 30th from 11:00AM-noon via Zoom. The back-up time/date if needed is Thurs July 1, 8:00-9:00AM.
- j. Holbrook stated that the most recent T-hangar project he was aware of was in Oconto Wi., at \$174,000 per T-hangar. We can reject bids if they are too high.

V. Airport Masterplan and Hangar Project Update: Cooley, Chairman

- a. Herbert presented a new ALP that will be done by the end of July, noting that full foliage/leaf cover was needed for the ALP. Holbrook asked Herbert if a map will be given to the Airport, and the answer was yes. Coffman had developed runway design extension options, that Herbert presented (1,000 ft extension, and a 700' extension scenarios), plus hangar expansion area alternatives. Coffman is drawing up things that could be. Where we are at is an airport analysis. A HWY 80 re-route was shown, but they are not really proposing this as it is only a potential concept to clear an area (conceptual master plan ideas). Right now the ALP only shows the two taxiways at the hangars.
- b. Cooley asked Holbrook to walk us through the next steps. Holbrook would want to be able to send the Airport the concepts for review and asked for a point-of-contact. Holbrook stated that he has been working with the Middleton Airport for two years on their project and hopes it does not take that long at Platteville. Du Plessis asked Holbrook if parking would need to be identified and Holbrook said yes. Holbrook said that we would need to look out twenty years. Holbrook will send the concepts to Cooley, then Cooley would distribute internally. Olthafer-Lange suggested this would be at the July meeting. Sener stated that he wants to be sure we are organized. Dalecki stated that he still has scars from the 1990's airport development work and we would want to be sure to tell people why we are doing what we are. Cooley asked Holbrook how long the master plan should take, and Holbrook said 14 months. Herbert said he would like Coffman to be involved. The next meeting would be July 12th, or should it be August 9th?
- c. Holbrook suggested that the Airport put the plans with alternatives on the front desk at the Airport for pilots to review and comment on. Cooley asked if August 9th would be good. For a major meeting we will have drawings in time. Stephens advised cleaning up the alternatives before the public phase. Cooley suggested that we will need to look at how things will be communicated. It will be a 12 to 15-month process, and we will need to keep an inventory of all the ways /times that we communicate the project. Holbrook stated that we will be accused of being non-transparent no matter what we do.

VI. Treasurer's Report, May 31, 2021: Du Plessis, Treasurer

- Du Plessis stated that currently the Treasurer's Cash plus Restricted Balance is \$289,000. We are 12% under our run rate. No unusual expenses this period.
- a. Monthly Income, from Financial Report: \$8,904.61
- b. Monthly Expense, from Financial Report: \$13,291.08
- c. Monthly Invoice Payments: \$51,823.68

- d. Status of Project Payments
- e. Motion by Du Plessis to approve the Treasurer’s Report and pay the vouchers. 2nd by Sener. Passes unanimously.
- f. Cooley asked Olthafer-Lange if we are happy with our current fuel vendor. Olthafer-Lange replied that we are. The Metco Invoice was for the digital fuel sign.

VII. Manager’s Report: A&A Aviation Manager

a. General Airfield Operations:

- Bought two loads of fuel, so fuel prices have to go up. We now have over 10,000 gallons in each of the two tanks.
- There has been an increase in the number of corporate flights, as companies business activities increase.
- Pancake breakfast is August 8th.
- Business After Hours will be June 24th at the Airport. It will be super-casual. The main hangar door will be open. The purpose of the event will be to gain exposure for the Airport and the master plan.
- Olthafer-Lange stated that she would like to get the Downtown BBQ truck to stop out at the Airport during the EAA traffic.
- As of January 2022, a Private Pilot Ground School course will be available online for any public high school student to take. Cooley noted that an Airplane Mechanic Program is starting in Peosta.
- Dakota is still helping out some.
- Talked about getting the local airport managers group going again.

b. Flight Operations:

Flight Activity May 2021	Flight Activity May 2020
Total Flights 1828	Total Flights 834
Personal 202	Personal 136
Business 70	Business 10
Instruction 1556	Instruction 688

c. Fuel Sales:

Fuel Sales May 2021	Fuel Sales for May 2020
100LL 1527 Gallons	100LL 1492 Gallons

JetA 1756 Gallons	JetA 506 Gallons
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d. Fuel Purchased and Current Price (May 2021):

Fuel Type	Quan. Purchased	Current Price
100LL	0	\$4.35
JetA	0	\$3.75

e. Marketing Update: None

f. Mowing and Snow Removal Equipment: Mowing equipment has been received.

VIII. Discussion to Resume In-Person Meetings: Cooley, Chairman

IX. Adjournment: Cooley, Chairman

a. Motion to adjourn by Du Plessis, 2nd by Runde. Passes unanimously. Adjourned at 7:13 PM

Access Information from June 14th, 2021 published meeting agenda:

Meeting will be held via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/81756201731?pwd=U3Byd1F2bGIGUHNUQ2UreTZTc0c2QT09>

Meeting ID: 817 5620 1731

Passcode: 848076

Or connect by phone: 877-853-5257 US Toll-free or 888-475-4499 US Toll-free