

Minutes of Mar. 13, 2023

Submitted by Danny Xiao, Mar. 17, 2023

Airport Commission Meeting

Mar. 13, 2023, 6:00 pm

Meeting held in-person, at the Platteville Airport, 5157 HWY 80, Platteville WI.

- I. Commission Meeting Call to Order: by Cooley, Chair @ 6:00pm
  - a. Quorum achieved.
  - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Joe Sener (P), Danny Xiao (P), Bill Kloster (A), Mike Dalecki (P). Others: Nicola Maurer (Administration Director), Kathy Kopp (Council Representative), Britney Boxrucker (Airport Assistant), Bob O'Brien (Consultant).
- II. Approval of Minutes, February 13: Cooley, Chair
  - a. Motion by Dalecki to approve the minutes of February 13, 2<sup>nd</sup> by Sener. Motion passed unanimously.
- III. Citizens Comments, Observations and Petitions: Cooley, Chair
  - a. None
- IV. Discussion on Timeline of Master Plan: Cooley
  - a. Plan to discuss and approve in April meeting.
- V. Presentation on Airport Development Ideas: Boxrucker
  - a. Boxrucker gave a presentation which included the following ideas:
    - 1) Wisconsin Dells airport, KDLL, has 6 jets in base (3 related to water parks; 3 could be easily based in Madison but they chose KDLL because of its services). Runway extension from 4000 ft to 5000 ft is significant in attracting jets.
    - 2) Offer 10% discount at Holiday Inn to travelers to PVB. Where to advertise?
    - 3) Provide runway anti-icing and deicing to keep runways open in winter
    - 4) Provide aircraft deicing for jets in winter
  - b. Commission members discussed the possibility to explore more services. There is budget available under "Building and Grounds".
  - c. O'Brien commented that the cost of deicing runway and airplanes is too much for small GA. He suggested to explore other feasible ideas such as discount on fuel during EAA and building private hangars.
- VI. Discussion and Possible Action on Insurance: Cooley, Chair
  - a. Under current insurance, City employee cannot move aircraft, nor fueling.
  - b. There is no equipment to move aircraft nor fueling.
  - c. The Commission hopes to start with a contractor, who will have its own insurance, on July 1.
  - d. O'Brien commented that equipment to move aircraft is definitely needed.
  - e. **To do: Boxrucker to find equipment options to move aircraft and report to the Commission.**
  - f. O'Brien commented that airport fence can be funded by FAA.
- VII. Discussion on Philosophy for Fuel Pricing: Cooley, Chair
  - a. O'Brien commented that there are fuel pricing models at other airports that we can learn from.

- b. O'Brien suggested that we can use fuel discount during EAA as a marketing tool.
- c. To do: Du Plessis will work with Boxrucker to develop a fuel pricing model.

VIII. Discussion and possible action on courtesy car: Cooley, Chair

- a. Boxrucker presented the two vehicles available at the City.
- b. The Commission stated that airport equipment budget is available on this task and courtesy cars are needed for the airport.
- d. Motion by Du Plessis: Authorize Boxrucker to transport the two vehicles to Ford dealership for mechanical check and quote of repair. Repair can be completed with a maximum budget of \$5000 for both vehicles (excluding the cost of transportation and mechanical check) without discussion with the Airport Commission representatives (Cooley and Dalecki). Second by Xiao. Motion passed unanimously.
- c. To-do: Boxrucker will transport the two vehicles to Ford dealership for mechanical check and quote of repair. Repair can be completed with a maximum budget of \$5000 for both vehicles (excluding the cost of transportation and mechanical check) without discussion with the Airport Commission representatives (Cooley and Dalecki).

IX. Updates: Cooley, Chair

- a. FVTC discussions: no update.
- b. In-floor heating: no update.
- c. Minimum standards: The new hangar construction has resumed, targeted completion date: June 31, 2023

X. Treasurer's Report, February 28, 2023: Du Plessis, Treasurer

- Monthly Income Review, from Financial Report: \$ 14,825.13
- Monthly Expenses Review, from Financial Report: \$ 18,906.36
- Monthly Invoice Payments, from Financial Report: \$ 8,938.39
- Status of Project Payments
- a. Du Plessis moved to approve Treasurer's report, and pay the bills \$ 18,985.76, 2<sup>nd</sup> by Dalecki. Motion passed unanimously.

Manager's Report: Airport Assistant

- General Airfield Operations
- Flight Operations

| Flight activity Feb. 2022 |      | Flight activity Feb. 2023 |     |
|---------------------------|------|---------------------------|-----|
| Total Flights             | 675  | Total Flights             | 818 |
| Personal                  | 104  | Personal                  | 96  |
| Business                  | 64   | Business                  | 83  |
| Instruction               | 1042 | Instruction               | 900 |

- Fuel Sales

| Fuel sales for Feb. 2022 |         |      | Fuel sales for Feb. 2023 |         |     |
|--------------------------|---------|------|--------------------------|---------|-----|
| 100LL                    | Gallons | 648  | 100LL                    | Gallons | 653 |
| Jet A                    | Gallons | 1532 | Jet A                    | Gallons | 403 |

○ Fuel Prices

| Fuel sales for Feb. 2023 | Quantity purchases | Current Price |
|--------------------------|--------------------|---------------|
| 100LL                    | 0                  | \$6.13        |
| Jet A                    | 7470               | \$5.75        |

b. To-do: Boxrucker will purchase three more cameras.

XI. Adjournment Chair

a. Du Plessis moved to adjourn, 2<sup>nd</sup> by Xiao, Motion passed unanimously at 8:21pm

End of this meeting minutes.