

Airport Commission Meeting
April 10, 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 (P), Mike Dalecki (A). Others: Kathy Kopp (Council Representative), Britney Boxrucker (Airport Assistant). Guests: Brandon Herbert (Strand Associates), Mike Dmyterko (Coffman Associates), Duane ?? (University of Dubuque)
- II. Approval of Minutes, Mar. 13: Cooley, Chair
 - a. Motion by Sener to approve the minutes of Mar. 13. 2nd by Kopp. Kloster abstained. Motion passed unanimously.
- III. Citizens Comments, Observations and Petitions: Cooley, Chair
 - a. Duane ??, Student from University of Dubuque, aviation major, airport management, will graduate in one year.
- IV. Discussion and Possible Action on Pasture Fence Agreement: Boxrucker, Airport Assistant
 - a. Pasture renter requested to move Airport's portion from "the right half" to "the left half" for the convenience of management.
 - b. Mike Dmyterko: FAA will only fund fence for wildlife purpose.
 - c. Bill Kloster motioned to change the responsibility of the southside from "the right half" to "the left half", in condition of (1) Boxrucker will check whether the whole fence is in equal condition, and (2) Boxrucker will pass the proposal for legal review. 2nd by Sener. Motion passed unanimously.
- V. Discussion and Possible Action on Master Plan: Cooley, Chair
 - a. Mike Dmyterko briefly explained the status of the Master Plan. A physical copy of the Master Plan was handed to the Commission members.
 - b. The draft Master Plan in PDF format was sent to the Commission members one months ago. No comments were received.
 - c. Cooley motioned to approve the master plan as presented. 2nd by Du Plessis. Motion passed unanimously.
 - d. **To do: Cooley will present the Master Plan to the City Council in May meeting.**
- VI. Discussion and Possible Action on Airport Equipment: Boxrucker, Airport Assistant
 - a. Airport Deicing fluid: 55 gallon, \$1952 (10~20 gal per application)
 - b. Deicing equipment: \$5000 to \$7000
 - c. Kloster: talk with the owners to see whether there is any need/interest.
 - d. Kloster: do we need to carry liability for this?
 - e. Airport deicing: 2000 lb supersack, \$2000
 - f. Spreader: \$400
 - g. Kloster: can we try in next winter season with the our salt in storage?

- h. Kloster motioned to purchase a tow-behind spreader. 2nd by Du Plessis. Motion passed unanimously.
 - i. RTV can be used for many purposes \$15,450. Towing capacity: 1300 lbs.
 - j. John Deere, \$20,000. Towing capacity: 4000 lbs
 - k. Towbars ~ \$800
 - l. Sener: concern, towing an expensive airplane straight forward is not the problem but turning is dangerous in breaking the front wheel/gear.
 - m. **To-do: Boxrucker will research on tugs which is designed solely for this purpose safely.**
- VII. Discussion and Possible Action on Curtesy Car: Boxrucker, Airport Assistant
- a. Ford Explore 2009 is too expensive to repair with too many problems.
 - b. The van has been repaired and is ready to be used.
 - c. **To-do: Boxrucker will look into the state surplus venue for another curtesy car.**
- VIII. Discussion and Possible Action on Hangar Rent Refund: Cooley, Chair
- a. Motion by Kloster that the hangar rent can be prepaid but with no discount. Hangar rent can be refunded for unused full months (no prorate of any used months). 2nd by Xiao. Motion passed unanimously.
- IX. Discussion and Possible Action on Main hangar rental: Cooley, Chair
- a. Boxrucker: The helicopter for powerline layout is currently renting the main hangar.
 - b. Kloster: Divide the main hangar to four quarters.
 - c. Du Plessis motioned to approve Boxrucker's proposal of rental rate. Revisit and possible change will occur in January 2024. 2nd by Kloster. Motion passed unanimously.
- X. Discussion and Approval of Hangar leases: Cooley, Chair
- a. No business is allowed to run aeronautical business without the permission of the Airport Commission.
 - b. Wait for the Minimum Standard to be in place and communicate with tenants.
 - c. Don't deposit any check of payment until legal leases are signed by the tenant and the Commission.
- XI. Discussion on Fuel Filter Replacement and Insurance: Cooley, Chair
- a. Boxrucker: No record of fuel filter replacement.
 - b. A filter has been replaced. \$3000 replacement with filter and labor.
 - c. **To-do: Boxrucker will keep a record of the filter inspection which did not find any immediate problem.**
- XII. Discussion on Community Appreciation Event: Cooley, Chair
- a. Activities and fuel discount during EAA week. July 28 Friday will be a good date for an activity.
 - b. Celebrate National Aviation Day (NAD) at Dare County Regional Airport on Saturday August 19th, 2023 from 10:00 AM – 3:00 PM
 - c. Boy Scouts, Pancake Sunday
- XIII. Updates: Cooley, Chair
- a. Fox Valley: flight school. Bring to next Commission meeting.
 - b. Minimum Standards: A draft is ready. Will be discussed/voted in next Commission meeting.

- XIV. Treasurer’s Report, March 31, 2023: Du Plessis, Treasurer
- Monthly Income Review, from Financial Report: \$ 80,763.18
 - Monthly Expenses Review, from Financial Report: \$ 8,988.09
 - Monthly Invoice Payments, from Financial Report: \$ 12,361.53
 - Status of Project Payments
- a. Du Plessis moved to approve Treasurer’s report, and pay the bills \$ 12,361.53, 2nd by Sener. Motion passed unanimously.

XV. Manager’s Report Manager

- General Airfield Operations
- Flight Operations

Flight activity Mar. 2022		Flight activity Mar. 2023	
Total Flights	1297	Total Flights	1309
Personal	107	Personal	75
Business	180	Business	61
Instruction	1010	Instruction	1173

- Fuel Sales

Fuel sales for Mar. 2022		Fuel sales for Mar. 2023	
100LL	2158 Gallons	100LL	362 Gallons
Jet A	3887 Gallons	Jet A	758 Gallons

- Fuel Prices

Fuel sales for Dec. 2022	Quantity purchases	Current Price
100LL	0	\$5.85
Jet A	0	\$5.25

- a. Herbert: repair hangar door may be funded by FAA.
- b. Boxrucker: Two old 6 bay hangars available (both need maintenance on bifold doors)
- I. Motion to go into CLOSED SESSION per Wisconsin Statute 19.85(1)(e) - Chair
 Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Airport Management Contract
- a. Du Plessis moved to close session. 2nd by Kloster. Motion passed unanimously.
- II. Motion to return to Open Session Chair
- a. Kloster moved to return to Open session. 2nd by Xiao. Motion passed unanimously.
- III. Adjournment Chair
- a. Kloster moved to adjourn, 2nd by Sener, Motion passed unanimously at 9:26pm

End of this meeting minutes.