

DRAFT Minutes of July 17, 2023
Submitted by Danny Xiao, July 20, 2023
Approved on August 14, 2023

Airport Commission Meeting
July 17, 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 (P). Others: Britney Boxrucker (Airport Assistant). Guests: Nicola Maurer (Administration Director), Bill Murphy (Wisconsin Dells airport manager)
- II. Approval of Minutes, June 12: Cooley, Chair
 - a. Motion by Dalecki, 2nd by Sener to approve the minutes of June 12, with the modification in VII (\$20.00 should be \$25.00). Motion passed unanimously.
- III. Citizens Comments, Observations and Petitions
 - a. Motion by Kloster to move Item III Citizens Comments to the end of the meeting. 2nd by Sener. Motion passed unanimously.
- IV. Presentation on Airport Management Concept
 - a. Boxrucker gave a presentation from 6:05~6:19
 - b. Question: What do you see in the coming five years? Answer: increase business airplanes
 - c. Comment: Current maintenance is reactive. We need proactive management plans.
 - d. The committee will meet on July 31, 6pm to discuss more.
- V. Discussion on Box Hangar Change Orders: Cooley, Chair
 - a. Drainage between the new box hangar and the existing box hangar: fill with rocks, ~\$5800 cost.
- VI. Discussion and Possible Action on Flight Simulator Rental
 - a. \$50 per hour. Develop a Google calendar to make appointment, managed by Airport Manager.
 - b. Develop a Pilot Operator Handbook.
 - c. To be discussed in August meeting.
- VII. Discussion and Possible Action on Box Hangar and Main Hangar Pricing
 - a. Use it as a shared space.
 - b. Boxrucker will compare price and bring it back to August meeting.
- VIII. Discussion on Fuel Testing Equipment
 - a. Boxrucker has purchased the equipment. Only need to buy supplies in the future.
- IX. Discussion and Possible Action on Community Appreciation Event
 - a. Potential dates: Oct. 21 or 28, fund raising for some type (athletics, high school, fire department, etc.)

X. Updates

- Airport Emergency Plan
 - a. Britney will discuss the draft with the Fire Department

XI. Treasurer’s Report, June 30, 2023: Du Plessis, Treasurer

- Monthly Income Review, from Financial Report: \$ 38,794.96
- Monthly Expenses Review, from Financial Report: \$ 32,882.33
- Monthly Invoice Payments, from Financial Report: \$ 52,095.24
- a. Du Plessis moved to approve Treasurer’s report, and pay the bills \$ 52,095.24, 2nd by Sener. Motion passed unanimously.

XII. Manager’s Report Manager

- General Airfield Operations
- Flight Operations

Flight activity June 2022		Flight activity June 2023	
Total Flights	1988	Total Flights	1664
Personal	140	Personal	176
Business	142	Business	64
Instruction	1706	Instruction	1424

- Fuel Sales

Fuel sales for June 2022		Fuel sales for June 2023	
100LL	2857 Gallons	100LL	1767 Gallons
Jet A	2771 Gallons	Jet A	3095 Gallons

- Fuel Prices

	Quantity purchases	Current Price
100LL	3947	\$5.45
Jet A	0	\$5.25

XIII. Citizens Comments, Observations and Petitions: Cooley, Chair

- a. A comment from a tenant was distributed to the committee. Discussions will occur in August meeting.

XIV. Adjournment Chair

- a. Kloster moved to adjourn, 2nd by Sener, Motion passed unanimously at 7:45pm

End of this meeting minutes.