

Minutes of March 18, 2024
Submitted by Bob Gates, March 24, 2024

Airport Commission Meeting

March 18, 2024 – 6:00 p.m.

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

- I. **Commission Meeting Call to Order:** by Kloster, Chair @ 6:00 p.m.
 - a. Quorum achieved.
 - b. Attendance – Commission Members: Jim Berglund (P), Dennis Cooley (A), Mike Dalecki (P), Bill Kloster (P), Brian Whisenant (P). Others: Kyle Eiserer (Airside FBO), Bob Gates (City Council Representative), Nicola Maurer (Staff Liaison to the Airport Commission), Rison Pereira (Airport Manager). Guests: Ariel Yu, Ryan Knudsen, Kolton Rudy, Landon Kooiker, Corey Crispin, Corian Duplessis, Steve Duplessis, Jacob Sparber, Hayden Polakowski

- II. **Approval of Minutes from February 12, 2024**
 - a. Motion by Dalecki, 2nd by Berglund to approve the minutes of February 12, 2024 with the addition of “environmental” in item 10.7. Motion passed unanimously.

- III. **Citizens Comments, Observations and Petitions**
 - a. Corian Duplessis of Low Standards LLC is hoping to schedule Wings and Wheels on a Saturday in September. Any Saturday would work except Sept. 7.
 - b. The previous airport manager provided a lot of assistance for the event, so Corian is going to contact Rison to work out details.
 - c. The past two years, there has been a car show during Wings and Wheels with vendors in one of the hangars. Cars were also timed for a ¼ mile run down part of the runway. There were close to 800 attendees last year with approximately 200 cars. There were also three food trucks and five merchandise/business vendors.
 - d. The airport will have to be closed the day of Wings and Wheels. A notice will need to be sent out for pilots to know not to land here if you don't have to.
 - e. This is only a one-day event, but it does take the entire day.
 - f. Brittany took care of the insurance last year and Low Standards reimbursed the City.
 - g. Rison and Kyle are going to discuss this to see if it is doable and we will make a decision at the next Commission meeting.

- IV. **Opening of Pastureland Bids, selection of Bid(s) to Accept**
 - a. We only received one bid for the pastureland. We can accept the bid or go out to see if we get any other bids.
 - b. The bid is to use the pastureland for grazing.

- c. The bid was for a three-year term for both parcels (A and B) for \$11,712 annually to be paid in two installments each year. There was no CPI increase included in the amount, but our past lease was for \$8,784, so we are willing to overlook that oversight.
- d. The offer contained a clause that the lessee would be able to continue the lease for three years past termination.
- e. Motion by Dalecki to accept the offer, provided that it is in line with our standard terms and conditions; 2nd by Whisenant. Motion passed unanimously.
- f. We need to discuss negotiating to extend the lease out additional years with the lessee. Once we get to a verbal agreement, the City's attorney can draft a contract.

V. **Commission Mission and Values Statement**

- a. Nobody replied to Bill with any changes.
- b. For the Vision, we will put "business" before "recreation."
- c. Values: Change "Value" to "Economic Value"
- d. Motion by Gates to approve our Mission, Vision and Values; 2nd by Dalecki. Motion passed unanimously.

VI. **Committees and Pilots Council**

- a. Facility Maintenance: Whisenant, Pereira, Kloster
- b. Public Relation: Dalecky, Berglund, Gates
- c. Safety: Whisenant, Pereira, Berglund
- d. Pilots Council: Wait on this until it is necessary.

VII. **Cropland Reduction for Compliance with BOA**

- a. Bill spoke with the current lessees of the cropland. The BOA says that we are planting crops too close to the runway. Bill is going to contact the BOA to see if we can only plant grass or if there is a height limit.
- b. The lessees are going to make their payments based on a reduction due to the crop restrictions. We also discussed the possibility that they may need to plant grass to avoid erosion if they can't plant crops.

VIII. **Information on Driftless Aviation Letter**

- a. Driftless Aviation (Dakota and Brittany) sent a letter to Kyle to see if they could set up a flight school here.
- b. Before we replied, they had already arranged an agreement elsewhere.

IX. **Updates**

- a. Security System, Cameras
 - i. Cameras are up and running. For some reason, at night we still can't see the driveway from 80/81. We need to see if this is a camera or lighting issue.

- ii. We need to set up a camera from the main building to the fuel farm and another one aiming at the parking lot. We may be able to use the old cameras for this, but it will be on a separate system so we will need a different monitor.
 - iii. We have to keep the images 180 days to stay in accordance with the state requirements.
 - b. Fuel Loss Investigation
 - i. Nothing new to report.
 - c. Meeting with BOA CIP
 - i. We have a draft that we can use as a starting point.
 - ii. At the next meeting we need some recommendations to go back to the BOA.
 - iii. The crack sealing is the first item that needs to be addressed.
 - d. Courtesy Car / Insurance
 - i. We have the van and it is being used. Insurance is through the City.
 - ii. We had the van inspected by two garages and nothing needs to be done other than routine maintenance.
 - iii. Our insurance is based on the assumption the driver has insurance and a valid driver's license. We will look at how to monitor this further
 - e. City Matters
 - i. Personal property tax – we will need to send a letter to the private hangar owners because the terms of the land lease will require that they are responsible for property taxes. The City will write the letter and we will provide the names and addresses of the owners.

X. Treasurer's Report – February 29, 2024

- a. Monthly Income Review
- b. Monthly Expenses Review
- c. Monthly Invoice Payments
- d. Status of Project Payments
- e. We have about \$300K in real assets.
- f. Motion by Dalecki to pay the bills in the amount of \$30,667.67; 2nd by Whisenant. Motion passed unanimously

XI. Manager's Report

- a. General Airfield Operations
 - i. 2024 Hangar Leases
 - 1. Kyle and Rison need access to bank statements to see who has already paid.
 - ii. Tenant Newsletter
 - 1. Kyle sent a welcome letter in February and Bill also sent a letter.
 - 2. There have been no replies from tenants, so we will assume that everything is good.

- iii. Other Accomplishments
 - 1. Rison received the 5010 reports.
 - 2. Kyle and Rison found that approximately 5 aircraft are not currently airworthy.
 - b. Flight Operations
 - c. Fuel Sales
 - i. So far, 2024 sales of avgas are within 3 gallons of the 2023 figure for the same period. However, sales of jet fuel are down in comparison with sales during the same period in 2023.
 - d. Fuel Prices
 - i. Kyle and Rison are monitoring on a weekly basis what other similar airports are doing. The range is \$4.77 to \$5.90 and we are at \$4.99.
- XII. **CLOSED SESSION** per Wisconsin Statute 19.85(1)(c) –
Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Performance Evaluation of Airport Management
 - a. Motion by Gates to go to Closed Session; 2nd by Dalecki. Motion passed 4-1 with Kloster voting to not go to Closed Session.
- XIII. **Motion to return to Open Session**
 - a. Motion by Whisenant to return to Open Session; 2nd by Gates. Motion passed unanimously
- XIV. **Action from Closed Session.**
 - a. Motion by Dalecki to terminate the contract with Apex. Motion failed for lack of a 2nd.
 - b. Motion by Whisenant that he and Dalecky meet to develop a list of concerns to be communicated with Apex regarding the contract and forward it to the chair; 2nd by Berglund. Motion passed unanimously
- XV. **Adjournment at 8:30.**

End of this meeting's minutes.