

**CABLE UNION AIRPORT
AIRPORT COMMISSION MEETING
WEDNESDAY, NOVEMBER 15, 2023 – 4:30 PM
CABLE UNITED CHURCH OF CHRIST
MINUTES**

Call to Order

Chairman Rowe called the meeting to order at 4:31p.m.

Attendance: Chairman Doug Rowe, Commissioners Joe Garceau, Jeff Hurula, Bob Rasmussen, Airport Manager Mike Nichols, Treasurer Dale Kruse; Secretary Holly Holly.

Absent: Commissioner Ray Ebert

Guests

Brad Volker, Cooper Engineering

Laura Boley

Approval of Agenda

Motion by Commissioner Hurula to approve as presented, seconded by Commissioner Rasmussen. Motion carried unanimously.

Approval of Minutes – October 24, 2023

Commissioner Rasmussen requested that Chairman Rowe be recognized for his involvement in the terminal siding project as it was omitted in the minutes. Motion by Commissioner Hurula to approve the October 24, 2023, minutes as amended, seconded by Commissioner Rasmussen. Motion carried unanimously.

Treasurer's Report 10/01-10/31/23

Expenditures were \$13,854.20. Receipts were \$2,950.39 (\$1,700.39, 313 gallons gas, 13 fuel sales). Balance on 10/31/23 was \$98,894.47.

Motion by Commissioner Rasmussen, seconded by Commissioner Thurn to accept the treasurer's report and file it for audit, Motion carried unanimously.

Manager's Report

Mr. Nichols reported that the Gordon Correctional Facility work crew cleared the southeast side of the runway and the chipper was very effective. Additional clearing will be scheduled for 2024.

Commissioner Thurn will contact Peter Nagle to finalize arrangements for photos in the terminal.

There are currently eleven aircraft based in Cable.

Public Comment

Laura Boley is very appreciative of gates being installed.

Correspondence

It was brought to Chairman Rowe's attention that several airports in Colorado have dealt with noise concerns from jet aircraft and similar issues could potentially affect Cable. Chairman Rowe does not feel that expansion to allow corporate jets to land is feasible as the airport is boarded by the river and private property.

OLD BUSINESS

Update BOA & EA Update/Hangar Expansion – Brad Volker

Cooper Engineering is currently working on EA draft.

The hangar expansion project cannot progress until Mr. Graczekowski has verified funding. Chairman Rowe will contact Mr. Messina and Mr. Graczekowski as the commission desires to proceed with bidding as soon as possible and break ground in spring 2024.

NEW BUSINESS

SRE Building Update

Mr. Volker has been working with Mr. Messina to provide a design of the SRE building and Mr. Volker believes they have an agreement. A historical consultant is required, but Mr. Volker will begin drafting a contract.

Mr. Nichols and Mr. Volker discussed including electrical schematics for all buildings at the airport as part of the SRE building project, but it was not approved by Mr. Messina. Mr. Volker volunteered to assist Commissioner Hurula in drawing the plan and Commissioner Hurula accepted. The commission is very appreciative of Mr. Volker's willingness to assist with this project.

Commissioner Rasmussen expressed concern in obtaining building permits for the SRE building from the county in a timely manner. Mr. Volker will contact Tracy Pooler in Bayfield County to avoid any delays in the spring.

Commissioner Thurn suggested contacting Northwoods Paving schedule as they are typically very busy. Commissioner Rasmussen will contact them and Mr. Volker will start the process.

Terminal Restoration

Exterior work is complete and Mr. Nichols has begun cleaning up inside in preparation for future interior work. Commissioner Rasmussen will get an insurance quote from the Town of Namakagon insurance carrier and Commissioner Thurn will have Young & Associates send it out for quotes.

Tree Clearing – November 6-9, 13-16th

Clearing is complete and the chipper has been returned. Commissioner Hurula will forward invoices from chipper and correctional facility to Treasurer Kruse. The Commission will look into scheduling the crew again next fall. Commissioner Garceau will be doing some clearing work this fall or next spring as his schedule allows.

Phase 2

Chairman Rowe will call Mr. Messina for an update as he was not present.

2024 Budget

Discussion regarding increase for airport maintenance is to allow for additional tree clearing. Equipment purchases decreased from \$10,000 to \$1,000 as no purchases were anticipated. The contingency fund accuracy discussion revealed that the towns hold the funds and will distribute if there is a need. Treasurer Kruse questioned \$50,000 for BOA; Commissioner Thurn recalled a meeting from last year with Mr. Messina that the amount was necessary to cover EA and Phase 2. Mr. Volker believes the commission's share of Phase 2 will be about \$39,000. Commissioners are in agreement that the draft budget is adequate.

Further discussion and approval of the budget will take place in December.

Airport Operation Ordinance

Secretary Holly will email the revised ordinance to each commissioner for their review. Further discussion at the December meeting.

Telemark Properties, LLC

Chairman Rowe spoke with Mr. Pobloski, Telemark Properties, LLC regarding land south of the airport. The ALP will require amending to allow for access to the airport for a through the fence agreement, a picture will need to be obtained and the agreement sent to BOA.

Future Events

Commissioner Garceau has emailed several groups inquiring about hosting events, but has not received any response to date.

Other Discussion

Kelly Nelson, former Airport Commissioner, passed away Saturday, November 11, 2023. A memorial service will be held on Thursday, November 30, 2023, at 5:30 p.m. at St. Agnes Catholic Church in Cable.

Cable Chamber of Commerce will be holding their annual holiday dinner on Wednesday, December 13, 2023. Treasurer Kruse will reserve two tickets for the dinner and commissioners will decide who will attend.

Next Agenda:

- SRE Building Update
- Phase 2
- Budget 2024
- Airport Operation Ordinance
- Future Airport Events
- Terminal Renovation

Next Meeting:

Wednesday, December 6, 2023, at 4:30 pm at the Cable Community Centre .

CLOSED SESSION

Motion made by Commissioner Rasmussen to hold a closed session for board consideration of compensation for airport manager, treasurer, and secretary, seconded by Commissioner Thurn. Motion carried unanimously by roll call vote of aye.

The commissioners expressed appreciation for service and commitment to Mr. Nichols, Treasurer Kruse, and Secretary Holly.

Discussion to increase airport manager salary by 5% to \$8,757.00 (COLA - 3.2%, merit - 1.8%), hourly rate increase to \$20.12, and \$.35/gallon for fuel sales. Salaries for treasurer and secretary will increase from \$105/month to \$115/month.

Motion by Commissioner Rasmussen to approve salary increases for airport manager, treasurer and secretary as discussed effective January 1, 2024, seconded by Commissioner Garceau. Motion carried unanimously.

Motion to leave closed session by Commissioner Thurn, seconded by Commissioner Hurula. Motion carried unanimously by roll call vote of aye.

Adjournment

Chairman Rowe declared the meeting adjourned at 5:42 p.m.