

**CABLE UNION AIRPORT
AIRPORT COMMISSION MEETING
MARCH 19, 2024 – 4:30 PM
CABLE COMMUNITY CENTRE**

MINUTES

Call to Order

Chairman Rowe called the meeting to order at 4:30 p.m.

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

Guests

Kerri Nelson
Joe Hickey

Approval of Agenda

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

Public Comments

Commissioner Rasmussen thanked Kerri Nelson for her generous donation of insulation to be used in the terminal building, it is greatly appreciated.

Kerri Nelson presented a transfer of airport hangar lease pending the sale of her hangar to Joe Hickey. The commissioners agreed the document is sufficient to transfer the hangar lease.

Kerri Nelson also volunteered to help at this year's Hamburger Fly In and pay for the related expenses. She would like to present a plaque in honor of Kelly's memory to be hung in the terminal. Commissioners agreed unanimously to accept a plaque to commemorate Kelly Nelson, former Airport Commissioner.

Kerri received a notice regarding the discontinuation of personal property tax after 2024 which affects how hangars are taxed. The commission is unsure of how each hangar will be taxed so Chairman Rowe will call the Town of Cable Assessor to inquire.

Approval of Minutes – February 13, 2024

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

Treasurer's Report

Expenditures were \$7,131.94. Receipts were \$3,144.81 (\$659.57, 109 gallons gas, 6 fuel sales). Balance on 2/29/24 was \$115,101.78.

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

Manager's Report

Mr. Nichols reported that pavement maintenance and painting of the main runway are planned for the summer and bids should open April 18, 2024. Mr. Volker added that a month's time is required for contracting so work should be scheduled for this summer. Crack sealing of existing taxiway, apron and hold lines will be part of the Phase 2 hangar development project.

Mike Wagner has signed a contract to build a hangar. He would like to schedule concrete to be done before it freezes in the fall. Mr. Volker is hopeful a slab could be poured in late summer for the new hangar, worst case scenario the slab could be located before the taxiway is in place.

Commissioners agreed that once the purchase of the Nelson hangar is complete, the airport will issue Joe Hickey a new 25 year lease.

A large budget savings is expected as the airport was only plowed five times so far this winter.

OLD BUSINESS

SRE Building Update/Update BOA/EA – Matt Messina

EA is still at the FAA for review, no new updates.

Mr. Volker said that Mr. Messina is in the final stages of environmental permitting and still hoping to bid on April 18 or at the latest May 9, 2024. Mr. Messina said the only thing still needed is signatures on ALP.

SRE building received an exhibit from Mr. Volker on March 18, 2024.

Mr. Volker is recommending and requesting feedback on desired opening door clearance height of 14', ceiling height of 16' (to accommodate lighting and ceiling fans), and bifold door option with 42' width and possibly include curtains to minimize heat loss when the door is open. Mr. Messina will verify if curtains would be an eligible expense. There is a desire to have a well for washing equipment. Commissioner Garceau questioned if a septic field or holding tank is required for equipment washing discharge, but Mr. Volker does not believe it is necessary. It was also brought up to include plumbing under the slab in case a restroom is added in the future.

Commission agrees with height, door and well recommendations. Mr. Messina is hopeful that it will be started this year and construction to happen in 2025.

Hangar Expansion

Mr. Volker was very complimentary of the Gordon Correctional Facility crew and Mr. Nichols' brushing efforts last fall. A new restriction on projects with Federal funding that no tree clearing can take place from April 1 to October 31 due to endangered bat roosting. Commissioner Garceau offered to use his own equipment to clear the necessary trees and brush to continue with the project. This project is not eligible for federal reimbursement as the environmental review is not complete. Mr. Volker marked the area to be cut assuring the required buffer from the wetlands. He will also verify whether a stand of popple trees near the Nelson hangar also needs to be cut. Chairman Rowe expressed the need to ensure compensating Commissioner Garceau for work he does so he will keep track of manhours and fuel used to complete the cutting.

Cooper Engineering is working to complete the RPZ (runway protection zone) analysis and will submit it to the BOA when complete. Mr. Volker will inform Bayfield Electric when the grading and earth moving begins so the primary power can be trenched in. He will revisit the panel location on the plan to have them flush with the buildings, not between the building and taxiway.

NEW BUSINESS

Airport Operation Ordinance

Chairman Rowe and Commissioner Thurn will present the revised ordinance and request the Town of Cable sign at the meeting on March 20th, Commissioner Hurula will take it to the Town of Drummond's meeting next week and then Town of Namakagon will add to the agenda for the April meeting.

American Birkebeiner

Mr. Nichols reported parking for the Birkebeiner race went well, but it was very muddy and some ruts will require fixing. Only one gate was utilized for both the entrance and exit instead of two as originally thought. Drone activity was observed in line with the runway, but the airport was not notified as is required by law. Chairman Rowe will address the drone activity. There was discussion about parking fees; however an agreement is in place for \$2,000/year for the next several years and they generously assisted with at least 100 man hours of tree clearing in 2023.

Cable Rod & Gun Club

Karl Kastrosky was unable to attend, but a letter was sent expressing work completed for safety, security, and sound suppression.

Future Airport Events

Hamburger Fly In will be scheduled as soon as it is possible to reserve a date, preferably in June.

Nelson Hangar

Addressed in Public Comment.

Terminal Restoration Update

Commissioner Thurn brought a drawing of proposed changes to the terminal building and reported Chris Brinker is available to complete construction work during the summer of 2024. She asked the commission for opinions on making electrical and an ADA compliant bathroom as priority for the next projects to be completed with a budget of \$12,000. Chairman Rowe agreed that the electrical should be addressed, but thought a welcoming entrance and functionality for pilots would be more affordable than addressing a full bathroom remodel, perhaps a 36" door could be installed in the bathroom for now. Commissioner Ebert suggested the commissioners go to the airport prior to the April meeting and see the space before making a final decision on what projects to prioritize. Joe Hickey stated the building itself is not accessible for wheelchairs which means a ramp and walkway need to be added outside.

Tree Clearing

Commissioner Hurula offered to connect with the Gordon Correctional Facility to schedule a crew to clear areas not addressed last fall.

Miscellaneous

There is a Wisconsin Airport Operation and Land Use seminar on May 1-2, 2024, if any commissioners are interested in attending.

Items for Next Agenda:

- Airport Operation Ordinance
- Future Airport Events
- Hamburger Social
- Phase 2 Hangar Expansion Project
- Personal Property Tax
- SRE Building Update
- Terminal Renovations
- Tree Clearing

Next Meeting:

Tuesday, April 16, 2024, at the Cable Community Centre at 4:30 p.m.

Adjournment

Chairman Rowe declared the meeting adjourned at 5:56 p.m.