

**CABLE UNION AIRPORT  
AIRPORT COMMISSION MEETING  
AUGUST 20, 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 Jeff Hurula, Bob Rasmussen, Susan Thurn, Airport Manager Mike Nichols, Secretary Holly Holly.

Skype: Commissioners Ray Ebert and Joe Garceau, Brad Volker

Absent: Treasurer Dale Kruse

**Guests**

Sue Rosa, County Commissioner

John Pohle, Hangar Owner

Joe Hickey, Hangar Owner

**Approval of Agenda**

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

**Public Comments**

None

**Approval of Minutes – July 16, 2024**

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

**Treasurer's Report**

Expenditures were \$9,947.28. Receipts were \$8,118.25 (\$2,090.09, 345.470 gallons gas, 16 fuel sale). Balance on 07/31/24 was \$110,038.99 .

Kerri Nelson donated \$1,000 to cover costs associated with the Hamburger Fly In, purchase of a griddle and the balance to be allocated to the terminal restoration project. The Airport Commission extends their gratitude to Mrs. Nelson for her generous donation.

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

## **Manager's Report**

Mr. Nichols reported the Cable Airport sign on Hwy M has been replaced with assistance from Bayfield County and the Town of Cable road crew.

The annual fuel pump calibration and maintenance requirement has been completed and the invoice paid.

The annual Young Eagles event took place Saturday, August 3, 2024, from 10 am - 3 pm. There were 33 youths who participated and seven pilots.

The Gordon Correctional Facility crew did not complete as much tree clearing as anticipated due to inclement weather, but will return the last part of October weather permitting. Tree clearing was done in the area adjacent to Telemark properties LLC.

Crack sealing will take place for three days during the week of September 8, 2024, and will require the runway to be closed. The crew will return for two days to paint numbers and the center line the week of September 22, 2024. The rest of the painting (apron, taxi lane, etc) will be completed during the Phase II Hangar Expansion project. Mr. Nichols will inform the painting crew of the Pancake Fly In scheduled for Saturday, September 28, 2024.

## **OLD BUSINESS**

### **Update BOA/EA – Brad Volker, Cooper Engineering (Matt Brynick, BOA - Absent)**

Environmental Assessment (EA) - Mr. Volker is working on the RPZ analysis as it has been requested by the BOA. He sent the estimate for costs of easements and fee simple land associated with the tree clearing project to the BOA for review prior to presenting to the Airport Commission. A public hearing is anticipated to take place this fall.

### **SRE Building Update - Brad Volker, Cooper Engineering**

The deadline for designs and specifications to be submitted to Mr. Brynick, BOA, is August 23, 2024. This deadline will allow for an October 17, 2024, bid opening. Current zoning for the building site is Residential I, so Mr. Volker is working with Bayfield County to find out if it needs to be rezoned to Municipal or if a special use permit can be obtained. This zoning issue is not expected to delay the project going to bid. Commissioners Thurn and Hurula expressed concern that the entire airport should be zoned correctly as it is currently Residential and Recreational/Business.

### **Phase II Hangar - Brad Volker, Cooper Engineering**

McCabe Construction of Eau Claire, WI is the low bid contractor. The consensus is that the project will commence this fall. A preconstruction meeting is scheduled for September 9, 2024, at 10:00 am. McCabe is anticipating breaking ground the same day or soon thereafter. Completion of paperwork with the State pending. They will do their best to stay out of the way of existing hangar owners, and make every effort to keep FOD (foreign object debris) cleaned off taxiways. Construction staking may even begin this week. Mr. Volker expressed thanks to Chairman Rowe and the rest of the Airport Commission for the extra work to be sure electrical is in the correct place.

Chairman Rowe announced the cost of installing electricity will not be covered in the project grant funding. He has signed a sponsor only commitment in the amount of \$39,000 with the BOA. In addition, Bayfield Electric fee is estimated at \$12,000. Each new hangar owner is anticipated to be assessed between \$4,500-\$5,500 per hangar to cover these costs when their hangar is built. Commissioner Rasmussen and Chairman Rowe will be meeting with Bayfield Electric on Thursday, August 22, 2024. The goal will be to find a way to run electricity in the most cost effective way that does not interfere with construction and utilities being buried. Commissioner Thurn asked about how to cover the initial cost of the electric. There was discussion that it could be paid for out of the contingency fund. Further discussion will be held at the September meeting.

## **NEW BUSINESS**

### **Bank Discussion**

Superior Choice is no longer offering 5% on savings accounts; their money markets are currently at .5-1.0%. Commissioners Rasmussen and Hurula shared that the state has a fund for towns where the interest rate is 5-6% and money is available for withdrawal as needed (LGIP). Commissioner Hurula will look into this further and share information at the next meeting.

### **Bayfield County Board Update**

Sue Rosa asked for input from all residents regarding Tom Tiffany's proposal to change the Apostle Islands to a National Park. There is concern in several communities that existing infrastructure needs to be improved to handle increased traffic and it is unclear at this time if there is funding available to help cover the costs.

Chairman Rowe asked Ms. Rosa to share with the Bayfield County Board the importance of the Cable Union Airport's role when Life Flight utilized the airport for a recent accident.

Bayfield County inquired about having a vote on the Cable Union Airport Commission. Chairman Rowe explained the commission operates under the Airport Ordinance and the county is not listed as an entity with a voting position. Sue Rosa, County Commissioner, assigned to the Airport Commission will be included on all correspondence that each commissioner receives.

### **Correspondence**

Commissioner Thurn announced there will be a Planning & Zoning meeting on August 27, 2024, at 6:30 p.m. focusing on recreation in the Town of Cable. Mr. Volker asked if pilot input would be helpful and the commissioners agreed that yes it would.

Joe Hickey shared he uses the airport frequently and there is a big impact economically.

### **Future Airport Events**

The annual Pancake Fly In is scheduled for Saturday, September 28th from 8-12. Mr. Nichols will assemble the new griddle and Commissioner Rasmussen will drop off a tank of propane gas.

## Hayward Airport 2025 Spring Temporary Closure

Mr. Nichols spoke with the Hayward Airport Manager regarding Jet A fuel being available in Cable next spring, but there are some issues with bringing the truck up. Chairman Rowe suggested perhaps the airport should start offering Jet A. Mr. Nichols will do some preliminary research.

## Phase II Hangar Standards

Commissioner Garceau updated the existing standards, Item #7, Utility Installation, has been updated to include the following verbiage:

### *7. Utility Installation*

*There is a one time one-time electrical utility infrastructure pedestal fee of \$ \_\_\_\_\_ 725.00 per hangar lot, paid to the airport. This fee covers the cost of the primary electrical distribution lines, transformers, and meter pedestal power installation provided by Bayfield Electric. This fee does not cover the cost of meters or service line connections between the meter pedestal and the hangar to the primary line, which is the responsibility of the hangar owner.*

*Other utilities such as water wells, holding tanks, propane tanks, or natural gas are the responsibility of the hangar owner. The hangar owner is responsible to make sure that no utilities intended for the hangar owner's hangar are routed or run through, over, or under a neighboring hangar site. If this occurs and any damages arise at any time because of it, the hangar owner will be responsible for all costs to reroute and repair all damages.*

*There are a limited number of hangar sites that have adequate setbacks for water wells and holding tanks. Hangar owners are cautioned that additional lead time is required to get permit approval from the agencies that have jurisdiction over utility installations such as holding tanks and wells.*

Currently, if a hangar owner wished to change the pitch of their roof, it would need approval prior to changing. Mr. Nichols addressed item #1, Site Selection, states construction must begin within 180 days of starting lease which is not consistent with lease agreement which states one year. Commissioner Garceau suggested changing it to one year. Item #2, D, Site Plan, Mr. Nichols does not think people will have at the time of the lease, but the intent is simply to have the new owner provide a drawing of what they intend to build.

Tax payment requirements will be part of the lease agreement, not the Hangar Standards.

ASCE 7 design standards may or may not need to be included based on Uniform Building Code. Item #5, Minimum Standards, frost walls are required, but Mr. Volker questioned if there should be footings in place of frost walls.

Chairman Rowe suggested all new hangars being built have a minimum width of 50'. The intention is to make any additional changes and finalize next month.

## Telemark Properties

Chairman Rowe spoke with Matt Pobloski and they are in the process of listing lots for sale. Parts of that discussion included: Mr. Pobloski is interested in developing a "through the fence" lot if he were to build a home. He would like to present easement to the airport for the use of

Valhalla Road to access his Telemark Hills property. Mr Pobloske mentioned he is willing to eliminate the golf course easement from the airport as there is no intent to have a golf course on the property in the future.

### **Terminal Restoration Update**

Commissioner Thurn reported work completed includes removal of chimney, rotted sill repair, floor joist repair, doorway headers installed, dividing wall built, installed new wiring in areas due to rodent damage, relocated support posts in main room, and incorporated Libby's bar as a room divider. Thank you to Commissioner Garceau for graciously allowing the contents from the terminal to be stored in his hangar.

Several decisions need to be made for upcoming projects such as ceiling material, wall coverings for Pilot's Lounge and Manager's Office, plumbing, flooring for areas other than concrete surface, kitchen sink and cabinets, HVAC (retain existing heater or split units for heat and A/C). Commissioner Ebert will research what needs to be done to get a gas line installed before it gets cold so there can be heat; will look into hiring David Popelka to install the gas line.

This year \$5,850 has been spent (\$5,250 - labor, \$600 - materials).

### **Tree Clearing**

Gordon Correctional Facility tree clearing crew did not complete as much as anticipated due to inclement weather and will return the last part of October if weather and schedules permit.

### **Update Lease Agreement - Personal Property Tax**

Commissioner Garceau has been working with Attorney Carlson to include a BFI (Building Fixtures and Improvements) in the lease agreement which will be registered with the county. The surveying was completed for existing hangars last week and gives each hangar owner an official document and an individual tax bill. Following is the proposed verbiage to be added to the Lease Agreement:

*11. Taxes. The Lessee shall pay all taxes or assessments that may be levied against the personal property of the Lessee or the buildings which they may erect on lands leased exclusively to them. Taxes that are assessed to the airport attributed to the hangars will be billed to Lessee. The Lessor will determine the amount owed by Lessee and the Lessee shall pay the Cable Union Airport Commission, PO Box 248, Cable, WI 54821 by January 15th each year. The Lessee shall record a Building, Fixtures and Improvements Document with the Bayfield County Register of Deeds pursuant to Wis. Stat. §70.17(3).*

### **Items for Next Agenda:**

Bank Discussion - Seek a High Interest Checking/Savings Account

Bayfield County Board

Correspondence

Future Airport Event

Hayward Airport 2025 Temporary Closing

Phase II Electric Costs

Phase II Hangar Standards

Rezoning & Land Ownership

Terminal Renovations

Tree Clearing

Update Lease Agreement - Personal Property Tax

**Next Meeting:**

Tuesday, September 17, 2024, at the Cable Community Centre at 4:30 p.m.

**Adjournment**

Chairman Rowe declared the meeting adjourned at 6:06 p.m.