

**CABLE UNION AIRPORT
AIRPORT COMMISSION MEETING
SEPTEMBER 17, 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, Jeff Hurula, Bob Rasmussen, Susan Thurn, Airport Manager Mike Nichols, Secretary Holly Holly.

Skype: Commissioner Joe Garceau, Brad Volker

Absent: Treasurer Dale Kruse

Guests

Sue Rosa, County Commissioner

Hangar Owners: Phil Cable, James Mellom, John Pohle, Mike Wagner

Skype: Dennis Stieren, Steve Bruss, Nels Hanson

Approval of Agenda

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

Public Comments

None

Approval of Minutes – August 20, 2024

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

Treasurer's Report

Expenditures were \$10,995.25. Receipts were \$1,117.01 (\$1,716.75, 297.57 gallons gas, 7 fuel sales). Balance on 08/31/24 was \$100,160.75 .

Mr. Nichols requested a correction to the invoice from Skoglund Oil, it is listed on the report as \$7,027.80, but the invoice amount was \$7,335.00. There was discussion regarding an invoice from Rondeau's that may have originated from Chris Brinker for terminal renovations, Mr. Nichols will look into it and try to get receipt(s).

Motion by Commissioner Hurula to accept the treasurer's report with the Skoglund Oil correction and file it for audit, seconded by Commissioner Thurn. Motion carried unanimously.

Manager's Report

The Commission is exploring the feasibility of adding the availability of JetA fuel for turbo prop aircraft that fly into the airport. Several avenues to make this happen were discussed. All are expensive. It was decided that having JetA at the airport is a good idea, but the Commission is not in a position to pursue a new fuel system at this time. Discussions will continue.

In early September Chairman Rowe was informed by the BOA that funding allocated for crack sealing had expired August 31, 2024. Mark Graczykowski is working to secure funding so crack sealing can still be completed the week of September 30, 2024.

There are 11 hangar sites in the Phase II Hangar Expansion Project and only one site remains available.

Fat Tire and NICA bike races went well.

1,500 gallons of fuel were ordered at the end of August.

The debit card was compromised and has been canceled. A charge of \$81.07 is being disputed. Chairman Rowe requested the dumpster and other debris be removed from the terminal area prior to Saturday, September 28th when the Pancake Fly In will take place. Commissioner Rasmussen and Mr. Nichols will be sure it is removed.

OLD BUSINESS

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

Mr. Volker met today with the BOA and has a cost estimate for land acquisition with different parcels and possible alternatives. Mr. Brynick and Malory are working with a real estate specialist to approve. This directly affects RPZ (Runway Protection Zone) analysis, which Mr. Volker is moving forward with. They will attempt to set a public hearing date within the next week for later this fall.

Mr. Volker shared that airports can utilize federal entitlement money for fuel systems and with an annual allotment of \$150,000, it would require saving for a minimum of three years. A recent project in Wisconsin cost approximately \$500,000 that included a buried tank, dispenser with nozzle and single point nozzle). Commissioner Garceau asked if it is permissible to purchase a truck and Mr. Volker believes it is; stating some small airports have purchased trucks through private funds.

SRE Building Update - Brad Volker, Cooper Engineering

Mr. Volker reported that Mr. Brynick predicted a bid opening on February 20, 2025, with construction to take place spring 2025. He also has an amendment in to Mr. Brynick for

permitting work and once an approved amendment is received, he will have permits filed with the county within 10 business days.

Phase II Hangar - Brad Volker, Cooper Engineering

Work began September 17th to move dirt in preparation for Phase II Hangar development. Mr. Volker requested new hangar owners contact him if they will not be building in the near future so topsoil can be added and grass planted for erosion control. He also requested clarification for the location of electrical conduit to be run under the taxiway.

NEW BUSINESS

Bank Discussion

Commissioner Rasmussen reported the Town of Namakagon uses WTA LGIP fund and currently receives an interest rate of 3.5%. Further discussion at next month's meeting with Treasurer Krause present.

Bayfield County Board Update

Sue Rosa reported the county budget is being reviewed this month. It appears the contingency fund amount for Cable Airport is in the budget.

Correspondence

Chairman Rowe received a survey from WI Airport Management Association regarding services received from FAA and BOA which he completed and returned.

Future Airport Events

The annual Pancake Fly In is scheduled for Saturday, September 28th from 8-12. Kay Rowe is organizing the event once again. Commissioner Rasmussen will procure the mix, sausage, tables, and chairs.

Hayward Airport 2025 Spring Temporary Closure

Further discussion at future meetings as to how Cable Union Airport may be able to market services to the pilots currently using Hayward Airport.

New Hangar Discussions

There were several questions from potential new hangar owners regarding construction. The questions were answered by Mr. Volker and the Commission. Mr. Volker mentioned he is willing to continue to answer questions for hangar owners as they arise during the building process.

Hangar Approval - Mike Wagner

Motion by Commissioner Ebert to approve Mike Wagner's hangar plan proposal, seconded by Commissioner Garceau. Motion carried unanimously.

Mr. Wagner inquired if solar panels on hangar roofs are permitted. The Commission expressed concern of possible glare affecting pilots and FAA regulations. The Commission will do some research and revisit this subject at the October meeting.

Phase II Electric Costs

Chairman Rowe reported that Bayfield Electric's estimate remains at \$12,000 for their portion of electrical installation and the total project will be approximately \$50,000.

Chairman Rowe asked for input from hangar owners to have fiber optic to each hangar and five of the seven would like it. Norvado will need to know how many are interested for an accurate cost estimate.

Updated Hangar Standards

Highlights for new owners:

Electrical cost can not be covered by federal funding. There will be \$5,000 due from each hangar owner at time of signing lease to cover the electrical costs.

BFI form will need to be filed with Bayfield County once the hangar is substantially completed for property tax purposes. This form allows the county to tax the hangar owner directly.

Commissioner Garceau made a motion to approve construction guide, second by Commissioner Hurula. Motion carried unanimously.

Updated Lease Agreement

There was discussion regarding the wording for annual rent. The commission agreed the lease will require an annual lease rate of \$432 per lot. There will no longer be a cost per square foot. Chairman Rowe explained that rent will begin once the lot is buildable.

Motion made by Commissioner Hurula to approve the Private Hangar Land Lease Agreement with rent verbiage change, seconded by Commissioner Rasmussen. Motion carried unanimously.

Mr. Nichols stated several of the new hangar owners are not local and asked how to handle the notarization of the lease. It was suggested each party have a notary at time of signature, so there would be dual notaries; the commissioners agreed to this and the lease agreement will allow for dual notaries.

Rezoning & Land Ownership

Tabled until October meeting.

Terminal Restoration Update

Commissioner Thurn spoke with Chris Brinker and he intends to continue working this fall and is available on weekends. There is a hole in the floor due to the gas line being run. He will submit a bill once work is complete for the year, but labor costs are still within budget.

Tree Clearing

Mr. Nichols reported Gordon Correction Facility crew is available October 21 - November 1, 2024. He asked if the three towns would be able to coordinate road crew staff to supervise operation of the chipper. He will not be available for three of the work days, so someone will need to be on site.

Commissioner Hurula stated the Town of Drummond is planning to sell their truck on the state auction site rather than sell it directly to the airport. More discussion on this at future meetings.

Items for Next Agenda:

Bank Discussion - Seek a High Interest Checking/Savings Account

Bayfield County Board

Budget

Correspondence

Future Airport Event

Hayward Airport 2025 Temporary Closing

Rezoning & Land Ownership

Solar Panel Discussion

Terminal Renovations

Tree Clearing

Truck Discussion for Snow Plowing

Updates from BOA and Cooper Engineering (EA, SRE Building, Phase II Hangar Development)

Next Meeting:

Tuesday, October 15, 2024, at the Cable Community Centre at 4:30 p.m.

Adjournment

Chairman Rowe declared the meeting adjourned at 6:10 p.m.