

**CABLE UNION AIRPORT
AIRPORT COMMISSION MEETING
OCTOBER 15, 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, Susan Thurn, Airport Manager Mike Nichols, Treasurer Dale Kruse, Secretary Holly Holly.
Absent: Commissioner Bob Rasmussen

Guests

Sue Rosa, County Commissioner, Lora Boley, Pam Ruegger, Michael Choate
Skype: Nels Hanson

Approval of Agenda

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

Public Comments

Lora Boley is very pleased with the work that has been completed at the airport.

Approval of Minutes – September 17, 2024

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

Treasurer's Report

Expenditures were \$28,104.76. Receipts were \$10,895.75 (\$1,869.37, 337.430 gallons gas, 10 fuel sales). Balance on 09/30/24 was \$88,979.54.

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

Manager's Report

Mr. Nichols reported 27 aircraft attended the Pancake Fly In on September 28th and it was a successful event with a profit of \$819.

The runway crack seal and painting is complete, inspection was completed October 14, 2024.

Mr. Nichols reminded the commission that in 2020 the BOA deemed the apron in need of a full reconstruction. It was decided to micro surface the ramp as a cost effective way to postpone the project for five years (2025). Further discussion included the possibility of expanding the ramp area to accommodate more aircraft. Chairman Rowe will contact Mr. Brynick and will request the apron reconstruction be added to the project list.

Mr. Nichols asked hangar owners present at the meeting if they are receiving notifications from Bayfield County to have holding tanks pumped. Most have received a reminder card or letter, but Sue Rosa reported in 2025 reminder cards will no longer be sent. Holding tanks are required to be pumped every three months unless each owner files an exception with Bayfield County.

At this time, all new hangar sites are spoken for and each party has been sent the construction guide and lease agreement; three signed leases and two payments have been received. Committed parties should return a signed lease along with the \$5,000 fee by January 2025. After that date, those hangar sites with no signed lease or payment rendered will become available to other interested parties. There was discussion in which hangar construction will begin within twelve months of signing a lease and paying the \$5,000 fee. If the lessee is no longer interested in the site, a proposed refund of \$4,000 would be issued. This would ensure sites are made available to other interested parties in a reasonable amount of time. There will be further discussion at the November meeting.

Dennis Sterrin intends to build a 60x60 hangar and requested approval for a 3/12 pitch roof instead of the typical 4/12 pitch which will be too tall. The commission approved this request.

Currently there is no heat in the terminal, but a new gas line is scheduled to be installed within the next few weeks.

Chairman Rowe encouraged Pam Ruegger to continue her efforts to organize a Hangar Association as it is a positive way to improve communication between the commission and hangar owners.

OLD BUSINESS

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

Mr. Volker was not able to attend the meeting, but submitted an update. He is working on overall cost estimates and the RPZ analysis.

SRE Building Update - Brad Volker, Cooper Engineering - Absent

Mr. Volker was not able to attend the meeting, but submitted an update. Cooper Engineering has a contract amendment request in to Mr. Brynick (permitting/zoning work for floor drain/drywell; and variance request/application). Approval expected soon.

Phase II Hangar - Brad Volker, Cooper Engineering - Absent

Mr. Volker was not able to attend the meeting, but submitted an update.

- Paving was complete Friday, October 11, 2024, and there is still a bit of shoulder gravel on edges of access drive to be added.
- McCabe will be back for a day of finish-grading, but desires rain first to make the sandy topsoil easier to shape. They will also put black dirt up against the taxilanes, neaten up the shaping in several areas, and do some Harley raking, rock/stump picking.
- Due to the time of year, dormant seeding will most likely be done in November. Dormant seeding is seeding after cold sets in, so the seed does not germinate until spring. If seeded now, the seed might germinate, but then get frozen out before any roots are established. There will likely be more rock picking, some erosion mat will be placed, and may install a bit more silt fence.
- It is ideal to let the sun burn off a bit of surface oil before completing the pavement marking. If warm days and the painter's schedule allows, painting could take place this fall; otherwise the centerline paint (and remark of other non-runway markings) will be done next spring.
- One dual electrical meter pedestal is backordered. Neo Electric is researching options to get one sooner than the backordered one is available.

Mr. Nichols thought a more permanent marker should be used in place of the wood stakes (rebar, conduit, etc.) to indicate lot corners. Commissioners believe there is enough rebar on site to replace the wood markers and will work to get them installed.

Mike Wagner questioned if his hangar needs to be centered on the lot and Mr. Volker confirmed it does not as long as there is 20 feet between hangars.

Mr. Nichols noted the new road stopped short of the gate resulting in a section of gravel beyond the new pavement. Chairman Rowe will ask Mr. Volker why it was not paved completely at the next meeting.

NEW BUSINESS

Bank Discussion

Commissioner Hurula did not have an update regarding this.

Bayfield County Board Update

Sue Rosa reported that Bayfield County will most likely increase the annual contribution from \$10,000 to \$12,000, but the final budget vote has not yet taken place.

Budget

Commissioner Thurn reported she, Treasurer Krause and Chairman Rowe met to discuss the 2025 budget.

Several adjustments/questions include:

- Town/County contributions projected at \$12,000 each.
- Snow removal expenses projected at a typical year (not based on 2023-2024 actual costs as there was very little snow and expenses were well below average).
- Equipment category is up for discussion regarding a potential plow truck or a blower. It does not appear that purchasing a plow truck is cost effective with the current budget. More research will be done to make this determination.
- No amount was allocated for sponsor share towards EA and crack seal projects, per Mr. Brynick. Chairman Rowe will verify.
- Terminal restoration is budgeted at \$18,500, along with carry over funds from 2024.
- Wages need to be discussed in a closed session; scheduled for November.
- Commissioner Hurula asked if the Phase II 5% in kind contribution (\$38,157), is part of the BOA Project Expenses. Chairman Rowe will clarify and report in November.
- Question on QT Pod expense is an annual expense. Treasure Krause confirmed membership fees are paid every five years while calibration and maintenance of the fuel pump needs to be budgeted every two years.

Further discussion in November.

Correspondence

None

Drone Discussion

Chairman Rowe has been approached by several hangar owners expressing concern over the operation of drones in the vicinity of the airport during major events. Chairman Rowe did some research into FAR-Part 107 and spoke with the BOA. Operation of drones cannot be denied, but they must strictly comply with FAR-Part 107. Both the ABF (American Birkebeiner Foundation) and Fat Tire leadership have been complying with this by requiring that anyone hired to fly drones must be a commercially licensed operator and follow FAR-Part 107. To raise awareness of those who may be private operators, Chairman Rowe will also request both organizations add this information to their websites. The airport will add signage near the airport entrance (i.e, “Drone operation must be in strict compliance with FAR-Part 107 or the operator will be subject to prosecution”).

Future Airport Events

None

Hayward Airport 2025 Spring Temporary Closure

No discussion at this time.

Rezoning & Land Ownership

No new discussion at this time.

Solar Panel Discussion

Mr. Brynick has informed Chairman Rowe that the BOA has not received any complaints or reported issues regarding solar panels installed on hangar roofs. The commission agreed glare is most likely not a concern and the general consensus is solar panels can be installed on hangar roofs on a case by case basis.

Terminal Restoration Update

Commissioner Thurn was made aware of a local carpenter who may be available through the winter months to continue work on interior projects; the commission was agreeable to this. She also requested that the commissioners make some decisions on what needs to be completed and identify specific materials to be used. The commission will develop a list of what needs to be completed and estimated costs will be calculated. More discussion at the November meeting.

Truck Discussion for Snow Plowing

Addressed in budget discussion.

Tree Clearing

Gordon Correctional Crew will be onsite to continue clearing trees 10/21-25 and 10/28-11/1, despite the chipper not being available as Bayfield County is utilizing it through November. The commission agreed it is still a good idea to have the crew do the clearing.

Items for Next Agenda:

Bank Discussion - Seek a High Interest Checking/Savings Account
Bayfield County Board
Budget
Correspondence
Future Airport Event
Hangar Plan Approval - Dennis Sterrin
Hayward Airport 2025 Temporary Closing
Lease Agreement
Rezoning & Land Ownership
Terminal Restoration Discussion and Possible Action
Tree Clearing
Truck Discussion for Snow Plowing

Next Meeting:

Tuesday, November 19, 2024, at the Cable Community Centre at 4:30 p.m.

Adjournment

Chairman Rowe declared the meeting adjourned at 5:44 p.m.