

**Airport Commission**  
**Monday, December 12, 2016**  
**12:30 P.M.**

**MINUTES**

**PRESENT:** Paul Adamski, Carl Rasmussen, and Ray Schmidt.

**ALSO PRESENT:** Joel Lemke, Mary Klesmith, Rob Molski, Chris Lefebvre, Gary Kuplic, Jaime Zdroik, and Eric Lynne of Donohue & Associates.

**EXCUSED ABSENCE:** Mae Nachman & Anna Haines

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## **I. ADMINISTRATION**

### **1. Approval of minutes of the November 14, 2016 meeting.**

**Motion made** by Carl Rasmussen, seconded by Ray Schmidt to approve the minutes of the November 14, 2016 Airport Commission meeting.

*Ayes all. Nays none. Motion carried.*

## **II. ACCOUNTING**

### **2. Discussion and possible action on approval of department claims.**

#### **AIRPORT**

Paul Adamski also presented the statement of claims for the Airport for November. The balance as of November 1, 2016 was \$209,382.17. The bank deposits recorded in November 2016 were \$35,274.12. Checks issued in November 2016 numbered 1580 through 1589 were in the amount of \$48,239.17. The net balance on hand November 30, 2016 was \$196,417.12.

**Motion made** by Carl Rasmussen, seconded by Ray Schmidt to approve the department claims for the month of November 2016 as audited and read.

*Ayes all. Nays none. Motion carried.*

### **3. Discussion and possible action on the 2017 Capital Operations & Maintenance Plan.**

**Motion made** by Ray Schmidt, seconded by Carl Rasmussen to approve \$8,000 for improvements to the ¾ ton truck – plow, step bars and lights.

*Ayes all. Nays none. Motion carried.*

## **III. AIRPORT MANAGERS REPORT**

### **4. Written report provided.**

The monthly report for November was reviewed by the Commission.

### **5. Verbal report.**

Nothing to report.

*The next Airport Commission meeting will be on Monday, January 9, 2017 immediately following the Board of Water & Sewerage Commission meeting.*

**IV. ADJOURNMENT**

**Motion made** by Ray Schmidt to adjourn the meeting.

*Ayes all. Nays none. Motion carried.*

MEETING ADJOURNED

1:23pm

AIRPORT COMMISSION

A handwritten signature in cursive script, appearing to read "Carl Rasmussen".

CARL RASMUSSEN, SECRETARY