

Airport Commission
Monday, July 13, 2015
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Eugene Tubbs, and Jim Cooper.

ALSO PRESENT: Joel Lemke, Mary Klesmith, Gary Kuplic, Rob Molski, Chris Lefebvre, Jason Draheim, and Jaime Zdroik.

EXCUSED ABSENCE: Mae Nachman and Carl Rasmussen

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I. ADMINISTRATION

1. Airport Intro Presentation.

Joel introduced Jason Draheim to the Commission.

The presentation was provided to the Commission. The presentation covered a basic overview of the Airport.

Stevens Point is the 3rd largest general aviation airport in the state, meaning we are a non-certified airport and do not have scheduled commercial service. General aviation airports support all aviation activities such as all civilian flying, private recreational flying, charter, local air freight, medivac and corporate operations.

There are approximately 200-300 movements per month.

There are 2.5 employees and is a 7 day a week operation.

The operation cost about \$500,000 a year, the annual tax levy dependency is \$150,000.00. Much of the operations revenue comes from fuel a sale, that's where FBO (fixed base of operations) is key.

Businesses looking to come to Stevens Point place high importance on whether or not it has a municipal or county run airport.

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 June. The balance as of June 1, 2015 was \$216,429.74. The bank deposits recorded in June 2015 were \$22,807.38. Checks issued in June 2015 numbered 1318 through 1336 were in the amount of \$50,096.34. The net balance on hand June 30, 2015 was \$189,140.78.

Motion made by Jim Cooper, seconded by Eugene Tubbs to approve the department claims for the month of June 2015 as audited and read.

Ayes all. Nays none. Motion carried.

3. **Discussion and possible action on D.O.T. invoice.**

Joel explained when we go through a process called petitions, done every 5 years, all projects are listed that we might be using public funds for. The Bureau of Aeronautics administers these projects. Our bureau representative contacted us stating this project will be done. Joel didn't want the chip sealing project to wait a month or not pay the bill from the State. Joel is requesting to cover this out of the fund balance for now then he will talk to the City Treasurer about having this be a Capital expenditure.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve payment on the D.O.T. invoice.

Ayes all. Nays none. Motion carried.

III. **AIRPORT MANAGERS REPORT**

4. **Written report provided.**

Jason touched on some key points of his manager's report: Joel and Jason met with the Stevens Point Pilot's Association at their June meeting and fielded questions regarding airfield developments and operation; Ageless Aviation Dreams Event was June 5th -15 senior Veteran flights; Instrument Pilot Ground School June 6/7; Wisconsin Hamburger Fly-In; there were 336 aircraft movements in June; Fuel – on track for average fuel sales for the year; and the airport hangers are at full capacity and have a lot of people on waiting lists. Joel and Jason are going to be requesting to construct another 10 unit 2 hanger complex. They are currently preparing for Airventure Oshkosh. The Airport is 865 acres so that is constantly being mowed. The new Airport entry sign will be started in August.

Monthly fuel reports were also provided to the Commission.

5. **Verbal report.**

See item 4.

The next Airport Commission meeting will be on Monday, August 10, 2015 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Jim Cooper to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:48pm

AIRPORT COMMISSION

EUGENE TUBBS, SECRETARY