

**City of Stevens Point
Airport Commission
Monday, April 10, 2017
12:30 P.M.**

MINUTES

PRESENT: Carl Rasmussen, Mae Nachman, Anna Haines and Ray Schmidt.

ALSO PRESENT: Joel Lemke, Rob Molski, Mary Klesmith, Chris Lefebvre, Eric Southworth, and Jaime Zdroik

EXCUSED ABSENCE: Paul Adamski

	Index	Page
I.	ADMINISTRATION	
	1. Approval of minutes of the March 13, 2017 meeting.	2
II.	ACCOUNTING	
	2. Discussion and possible action on approval of department claims.	2
	3. Discussion and possible action on the use of general fund dollars for the fuel farm upgrade project.	2
III.	AIRPORT MANAGERS REPORT	
	4. Written report provided.	3
	5. Verbal report.	3
IV.	ADJOURNMENT	3

I. ADMINISTRATION

1. Approval of minutes of the March 13, 2017 meeting.

Motion made by Anna Haines, seconded by Ray Schmidt to approve the minutes of the March 13, 2017 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

AIRPORT

Carl Rasmussen presented the statement of claims for the Airport for March. The balance as of March 1, 2017 was \$294,704.15. The bank deposits recorded in March 2017 were \$3,469.51. Checks issued in March 2017 numbered 1634 through 1640 were in the amount of \$18,621.95. The net balance on hand March 31, 2017 was \$279,551.71.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the department claims for the month of March 2017 as audited and read.

Ayes all. Nays none. Motion carried.

3. Discussion and possible action on the use of general fund dollars for the fuel farm upgrade project.

Joel explained \$18,480 had been dedicated to upgrading the Point of Sale fuel system. Recently, our current vendor contacted us with the opportunity to upgrade both our 100LL and Jet-A card terminals for an additional \$6,000.00. This would be beneficial to us because currently we only have one way to fuel, using our Jet-A truck. If the Jet-A truck has mechanical issues and is out for repair than we don't have fuel. This would give us some redundancy.

Motion made by Ray Schmidt, seconded by Anna Haines to approve spending the additional \$6,000.00 for the Fuel Farm Upgrade Project.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

4. **Written report provided.**

The monthly report for March was reviewed by the Commission.

5. **Verbal report.**

Nothing reported.

The next Airport Commission meeting will be on Monday, May 8, 2017 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:53pm

AIRPORT COMMISSION



CARL RASMUSSEN, SECRETARY