

**City of Stevens Point  
Airport Commission  
Monday, September 11, 2017  
12:30 P.M.**

**MINUTES**

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

**ALSO PRESENT:** Joel Lemke, Jason Draheim, Mary Klesmith, Chris Lefebvre, Eric Southworth, and Jaime Zdroik

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## **I. ADMINISTRATION**

### **1. Approval of minutes of the July 10, 2017 meeting.**

**Motion made** by Mae Nachman, seconded by Ray Schmidt to approve the minutes of the July 10, 2017 Airport Commission meeting.

*Ayes all. Nays none. Motion carried.*

### **2. Discussion and possible action on an estoppel agreement with Wood Trust Bank in reference to a land lease with Compass Properties LLC.**

Joel explained after redoing the lease with Compass Properties, apparently a note came due and the bank needed this estoppel agreement signed. The City Attorney reviewed it and due to timing the Mayor did sign the agreement prior to Commission and Committee action.

**Motion made** by Carl Rasmussen, seconded by Mae Nachman to approve the estoppel agreement with Wood Trust Bank in reference to the land lease with Compass Properties LLC.

*Ayes all. Nays none. Motion carried.*

## **II. ACCOUNTING**

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

#### **AIRPORT**

Paul Adamski presented the statement of claims for the Airport for July. The balance as of July 1, 2017 was \$286,963.88. The bank deposits recorded in July 2017 were \$19,689.93. Checks issued in July 2017 numbered 1686 through 1695 were in the amount of \$39,228.41. The net balance on hand July 31, 2017 was \$267,425.40.

Paul Adamski presented the statement of claims for the Airport for August. The balance as of August 1, 2017 was \$239,653.39. The bank deposits recorded in August 2017 were \$17,521.25. Checks issued in August 2017 numbered 1696 through 1715 were in the amount of \$40,249.95. The net balance on hand August 31, 2017 was \$216,924.69.

**Motion made** by Ray Schmidt, seconded by Anna Haines to approve the department claims for the months of July and August 2017 as audited and read.

*Ayes all. Nays none. Motion carried.*

### III. AIRPORT MANAGERS REPORT

4. **Written report provided.**

The monthly reports for July and August were reviewed by the Commission.

5. **Verbal report.**

Jason explained he added another table showing the aircraft movements for current and previous year for comparison as requested by the Commission.

Traffic increased due to EAA Air Venture. There were 66 aircraft on ground and 130 aircraft coming in for fuel.

Joel/Jason explained the new lease with Compass Properties LLC.

Joel stated they will work with Spirit on getting a building built for them. Joel and Jason will be working on getting proposals out to several architecture firms on services.

***The next Airport Commission meeting will be on Monday, October 9, 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  
12:40pm

AIRPORT COMMISSION



CARL RASMUSSEN, SECRETARY