

**City of Stevens Point
Airport Commission
Monday, November 13, 2017
12:30 P.M.**

MINUTES

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

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

EXCUSED ABSENCE: Ray Schmidt

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I. ADMINISTRATION

1. Approval of minutes of the October 9, 2017 meeting.

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the minutes of the October 9, 2017 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

AIRPORT

Paul Adamski presented the statement of claims for the Airport for October. The balance as of October 1, 2017 was \$235,954.83. The bank deposits recorded in October 2017 were \$35,895.32. Checks issued in October 2017 numbered 1725 through 1744 were in the amount of \$41,653.75. The net balance on hand October 31, 2017 was \$230,196.40.

Motion made by Mae Nachman, seconded by Anna Haines to approve the department claims for the month of October 2017 as audited and read.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

3. Written report provided.

The monthly report for October was reviewed by the Commission.

4. Verbal report.

Jason stated October was a productive month for the Airport. We started the transition for snow removal operations on Saturday. Everything is running well.

Joel stated we sent out RFP's for the hangar project that is approved through the City's Capital for 2018 and RFP's are due December 1st.

We are working on another RFP to be issued this week for the services needed to design and bid the hangar for Spirit.

The next Airport Commission meeting will be on Monday, December 11, 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
12:29pm

AIRPORT COMMISSION

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

CARL RASMUSSEN, SECRETARY