

**City of Stevens Point  
Airport Commission  
Monday, December 10, 2018  
12:30 P.M.**

**MINUTES**

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

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

**EXCUSED ABSENCE:** Mae Nachman

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## **I. ADMINISTRATION**

### **1. Approval of minutes of the November 12, 2018 meeting.**

**Motion made** by Carl Rasmussen, seconded by Ray Schmidt to approve the minutes of the November 12, 2018 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 November. The balance as of November 1, 2018 was \$311,267.69. The bank deposits recorded in November 2018 were \$52,557.09. Checks issued in November 2018 numbered 1917 through 1930 were in the amount of \$69,776.77. The net balance on hand November 30, 2018 was \$294,048.01.

**Motion made** by Carl Rasmussen, seconded by Anna Haines to approve the department claims for the month November as audited and read.

Ayes all. Nays none. Motion carried.

## **III. AIRPORT MANAGERS REPORT**

### **3. Written report provided .**

Jason stated there was a seamless transition to the snow removal operations for the season due to the excellent service provided by the Stormwater crew to the Airport. A one-year lease extension for the Spirit 1 operation was successfully executed allowing for the construction of a permanent hangar facility.

Anna asked why a 2019 Capital Operations & Maintenance Plan was not provided to the Commission for the Airport. Joel explained it was not provided because we were not granted any capital by the City this year, so our efforts for 2019 are carry over from 2018 and has already been approved.

### **4. Verbal report .**

See Item 3.

**The next Airport Commission meeting will be on Monday, January 14, 2019 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

1:01pm

AIRPORT COMMISSION

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

CARL RASMUSSEN, SECRETARY