

**City of Stevens Point
Airport Commission
300 Bliss Avenue
Stevens Point, WI 54481
Monday, March 11, 2019 – 12:30 p.m.
(or immediately following previously scheduled meeting)**

AGENDA

I. ADMINISTRATION

1. Approval of minutes of the February 11, 2019 meeting.

II. ACCOUNTING

2. Discussion and possible action of department claims.
3. Discussion and possible action on HVAC improvements at the Community Hangar.

III. AIRPORT MANAGERS REPORT

4. Written report provided. – *Jason Draheim*
5. Verbal report. – *Jason Draheim/Joel Lemke*

IV. ADJOURNMENT

The next Airport Commission meeting will be Monday, April 8, 2019 immediately following the Board of Water & Sewerage Commission Meeting.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the Director as soon as possible to ensure a reasonable accommodation can be made. The Director can be reached by telephone at (715) 345-5260, or by mail at 300 Bliss Avenue, P.O. Box 243 Stevens Point, WI.

Copies of resolutions, reports and minutes of the Airport Commission Meetings are on file at the Administrative Office of the Water and Sewage Departments for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

REPORT TO THE MARCH, 2019
MEETING OF THE AIRPORT COMMISSION

FINANCES:

Bank balance as of February 1, 2019
 Bank deposits recorded in February 2019

\$	297,980.89
\$	11,013.32
\$	308,994.21

CHECKS ISSUED IN FEBRUARY 2019:

1963	AT&T	Phone charges	2.94	
1964	Disher Electric Inc	AVGAS Skid pump motor replacement	4,280.50	
1965	Fastenal Co	Graphite lube	12.14	
1966	Sewage Dept	Snow removal, work performed for Airport	512.07	
1967	Storm Water Dept	Snow removal	2,786.67	
1968	Verizon Wireless	Cell phone & iPad charges	10.27	
1969	WI Public Service	Monthly Utilities - Gas & Electric	3,690.01	
1970	Worzellas Point Supply LLC	Janitorial supplies	192.71	
1971	Accela Inc #774375	Annual Software Maintenance	2,163.66	
1972	Donna's Cleaning Service	Monthly Cleaning Service	175.00	
1973	RMM Solutions Inc.	On Boarding & Monthly IT Services	834.19	
1974	Advance Auto Parts	Supplies	81.20	
1975	City of Stevens Point	Workers Comp Premium	382.81	
1976	RMM Solutions Inc.	Annual Watch Guard Security Software, Monthly IT Services	508.39	
1977	Storm Water Dept	Snow removal	2,424.41	
1978	Mastercard	Flashlight w/charger, rug services, supplies	1,020.77	
1979	City Water Dept	Snow removal	64.76	
EFT	Payroll	2/7/2019	3,127.31	
EFT	Payroll	2/21/2019	3,143.88	
	WI Dept of Revenue	Fuel Tax	107.58	
	IRS	Payroll Taxes	2,031.81	
	WI Dept of Revenue	Payroll Taxes	428.13	
	TOTAL EXPENSES LISTED		\$ 27,981.21	\$ 27,981.21
	BALANCE ON HAND FEBRUARY 28, 2019			\$ 281,013.00
		Balance on Hand		\$ 281,013.00
		Plus checks written after end of month		
		Plus uncleared checks		\$ 4,482.34
		Less checks previously written clearing this month		\$ (1,476.47)
	Ending Cash Balance matching Bank Statements			\$ 284,018.87

Stevens Point Municipal
4501 Hwy 66
Stevens Point, WI 54482



Jason D. Draheim
Airport Manager
P: 715.345.8993
F: 715.345.8991

March 8, 2019

TO: Airport Commission
FROM: Jason Draheim, Airport Manager
RE: Stevens Point Hangar Heat

Background

Historically, airport staff has struggled to maintain and operate the heating system originally commissioned with our hangar facility. The system routinely fails under loads associated with typical Wisconsin winter climate averages. The shortcomings of the system have provided an extremely challenging situation for the current hangar tenants as well as the need to rely on a very inefficient source of heat to get through the last 2 months of winter weather with reasonable temperatures.

Analysis

Heat calculations show that the heat loss for the building requires a 325,000 BTU heat source to allow for the space temperature to maintain 70 degrees at an outside design temperature if <20 degrees.

There are two ECONAR GW1100 ground source heat pumps which will produce 93,200 BTU each at an entering ground source loop temperature of 25 degrees.

As of February 28th, 2019 the source (incoming) water temperature was 12 degrees and leaving water temperature of 8 degrees.

These temperatures indicate a very cold earth loop which is affecting the geothermal systems operation and performance.

Per our sourcing of estimates the average financial implication of this installation would average \$15,000.00

Recommendation

Radiant floor heating remains the most efficient and effective way to heat this type of building with such a high ceiling. The most cost effective way to correct the building's heating inadequacies will be to add a high efficiency gas boiler to take over when the earth loop reaches temperatures below 25 degrees. It is my recommendation to the Commission to authorize the use of airport general funds not to exceed \$16000.00 to remedy this issue in an expeditious manner so that our operations remain uninterrupted.

Jason Draheim
Airport Manager
Stevens Point Municipal Airport

February 2019

Airport Activity

- Snow removal ops.
- Maintenance of Operations Hangar building in progress.

Aircraft Movements

Activity logs are on file and available for viewing at the airport

- 178 Aircraft were logged during hours of operation for the month.

Aircraft Type	#
Single Engine Private	79
Multi-Engine Private	6
Single Engine Business	20
Multi-Engine Business	7
Jet/Turbine	48
Helicopter	18

Previous Yr. / Present Yr. aircraft movements recorded during business hours.

	<u>2018</u>	<u>AC</u> <u>Movement</u>	<u>2019</u>	<u>AC</u> <u>Movement</u>
January		201	January	197
February		243	February	178
March		252	March	
April		261	April	
May		337	May	
June		401	June	
July		685	July	
August		407	August	
September		357	September	
October		402	October	
November		382	November	
December		368	December	
Total		4296	Total	375
Average		358	Average	188
High Mo.		685	High Mo.	197
Low Mo.		201	Low Mo.	178

Previous Yr. / Present Yr. fuel sale comparison by month. All quantities are U.S. Gallons.

	<u>2018</u>	<u>100LL</u>	<u>Jet-A</u>	<u>2019</u>	<u>100LL</u>	<u>Jet-A</u>
January	625.78		3365.9	January	785	2082
February	897.07		4071.6	February	455.88	1848
March	1151.2		3664.6	March		
April	1625.59		5108	April		
May	1259.91		6805	May		
June	1813.84		9611.6	June		
July	6838.78		7128	July		
August	4783.4		6729.8	August		
September	3333.14		8380.6	September		
October	3306.69		10048.8	October		
November	1745.63		7268.5	November		
December	1551.8		4158.6	December		
Total		28932.8	76341	Total	1240.88	3930
Average		2411.07	6361.75	Average	620.44	1965
High Mo.		6838.78	10048.8	High Mo.	785	2082
Low Mo.		625.78	3365.9	Low Mo.	455.88	1848

Hangar Rentals/Availability

- *Airport Hangars are currently occupied at full capacity. There are currently 22 Individuals interested in basing aircraft at Stevens Point Municipal should space become available.*

Aircraft Rentals/Instruction Given

N/A

Airport Maintenance/Projects (Proposed/Completed)

- *Commence Airport signage project.*
- *MALSR LED pilot project in progress.*
- *Annual fuel meter testing/calibration complete.*
- *Annual fuel system/truck filter changes complete.*
- *Seasonal maintenance on airfield lighting system continues.*

This report was completed by Jason Draheim. Questions concerning the report or any other related issues can be answered by contacting Jason Draheim by telephone at 715.345.8993, or by e-mail, jdraheim@stevenspoint.com.