

**EPHRAIM-GIBRALTAR AIRPORT COMMISSION**  
**THURSDAY, AUGUST 18, 2016**  
**GIBRALTAR TOWN CENTER**  
**9:00 A.M.**

**Approved: September 15, 2016**

**Call to order:** The Ephraim-Gibraltar Airport Commission meeting was called to order by Marty Franke at 9:04 a.m.

**Roll call/quorum:**

Members present: Myrv Somerhalder, Brett Lecy, Marty Franke and Don Freix

Member(s) absent: Jon Cox and Gary Chaudoir

**Agenda/ proper notice/adopt agenda:** *MOTION: (Freix, Somerhalder) to adopt the agenda as presented. Carried*

**Approve minutes of previous meeting:** *MOTION: (Somerhalder, Freix) to approve the minutes of July 21, 2016 as written. Carried.*

**Public comment:** None

**Review Current Financial Statements:** The Commission reviewed the financial statements. Lecy stated that we have 3 outstanding land leases. Collection letters will be sent. Would also like to include late penalties into the new leases.

Franke commented on Town Truck and asked if a schedule/breakdown was available. Doesn't think it is necessary to charge the airport every time the truck is dispatched.

**July Airport Complaint:** A complaint was filed Saturday, July 16<sup>th</sup> by someone attending a gathering at a home on Maple Grove Rd. Planes were flying at low altitude. It was the weekend of the Washington Island Fish Boil and Cirrus group. It was a very busy weekend with 50-100 planes. During take-off, height is an etiquette, not a regulation.

**Finalize Hangar Lease:** Franke will bring back with modifications. Need to establish a due date and penalty for being late, 18% annually/ 1.5% monthly after 30 days. Will need to inspect default language for each of the late leases.

**Hangar Assignments:** Request have been made for hangar assignments. Keith Kocourek E2, Tim Halbbrook E3, John Parrish E6. Johnson and Rodrian will be first come-first served based on their preference 1, 4, or 5.  
*Motion: (Freix, Lecy) to assign hangars as discussed. Carried*

**Airport SOP Modifications:** Would like to add construction standards to the SOP: color needs to match (as close as possible) to existing hangars. Roof pitch 4-12, 3-12, or 2-12 (all consistent as a group and similar to the old), an 8-inch overhang on the eaves, concrete apron 2 ft wider than hangar front and sloped down to not catch the snow plow blade, gravel compacted, must grade the site to maintain drainage away from hangar, and adhere to commercial code. Use the old hangars as the template, not E2 as it is the exception.

It was suggested to refer to hangar space as hangar area.

*Motion: (Lecy, Somerhalder) to amend the SOP as discussed. Carried.*

**Chairman report/comments:** Franke thanked Don Friex for his service with the Airport Commission. Freix thanked the Commission and stated that the Airport is in excellent hands with this commission. The brush pile has not been burned. The Village fire department is not available to burn due to manpower. Lecy has the 4 expired leases. Leases have an automatic renewal every 10 years. Would like to determine if it is possible to get them on the new lease.

**Airport report:** The next meeting will be held September 15, 2016 at 9:00 a.m.

**Adjourn:** *MOTION: (Freix, Somerhalder) to adjourn at 10: 03a.m. Carried*

Respectfully submitted,

Kelly Murre, Deputy Clerk