

**EPHRAIM-GIBRALTAR AIRPORT COMMISSION**  
**THURSDAY, OCTOBER 18, 2018**  
**GIBRALTAR TOWN CENTER**  
**9:00 A.M.**

**Approved: November 15, 2018**

**Call to order:** The Ephraim-Gibraltar Airport Commission meeting was called to order by Marty Franke at 9:01 a.m.

**Roll call/quorum:** Franke introduced Gary Glojek to the Commission

Members present: Marty Franke, Jon Neville, Gary Chaudoir, and Myrv Somerhalder. Gary Glojek via telephone conference

Absent: Brett Lecy

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

**Approve minutes of previous meeting:** *MOTION: (Chaudoir, Neville) to approve the minutes of September 20, 2018, as written. Carried*

**Public comment:** Glojek commented on the nice work done by the volunteers at the airport.

**Remove from the Table: Consideration of Parrish Properties LLC Lease and Request for a Well/Holding Tank, Hangar E-6:** *Motion: (Chaudoir, Somerhalder) to remove from the table Consideration of Parrish Properties LLC Lease and Request for a Well/Holding Tank, Hangar E-6. Carried*

**Consideration of Parrish Properties LLC Lease and Request for a Well/Holding Tank, Hangar E-6:** Dale Reiser with PBS, presented photographs of the proposed well site. The well is within the same setback from the building as the neighboring propane tanks. The well driller, owner, and contractor were not aware that a permit or an addendum to the lease would be required.

The masterplan includes a taxiway behind the current hangars. 80 ft would be required for the taxiway if the neighboring property was acquired to allow for expansion.

Franke suggested language in the addendum that states in the event of future expansion, the well and holding tank may need to be relocated at the owner's expense. Kelly will forward the addendum to Glojek for review.

*Motion: (Neville, Somerhalder) to approve the Parrish request for the well and holding tank with the recommendation that the proposed location be approved based on the potential need to relocate due to future expansion, at owner's expense. Subject to a lease addendum. Carried*

**Review Updated Financials:** The Commission reviewed the financials. *Motion: (Neville, Glojek) to approve the financials as presented. Carried*

**Review Hangar Lease Rates:** New and renewed lease rates at \$0.48 has caused some hangars to cost less than current hangar rates with the annual escalators. Neville stated that Ephraim/Gibraltar Airport rates are higher than anywhere else in the state. Door County is prime real estate. *Motion: (Neville, Glojek) to raise the current rate to \$.50 per square foot. Carried*

**Airport Operations and Safety Procedures:** Emergency procedures need to be created for personnel and all parties to follow. Neville presented an emergency template from the FAA.

Police Chief Crowell stated that the Sheriff's dept is dispatched to close the airport whenever Eagle III is called. Fire Chief Bertges stated air traffic cannot hinder the helicopter's arrival. He suggested a designated helicopter landing zone.

Neville has received conflicting information on whether the airport needs to be closed.

It was suggested to coordinate a meeting with the Sheriff's Dept and Eagle III

*Motion: (Glojek, ) to form a safety committee to return with a recommendation. Motion withdrawn*

Neville would like to meet with operations from Eagle III. Crowell also suggested inviting Door County Sherriff's Dept. Neville and Crowell will coordinate a meeting.

*Motion: (Somerhalder, Neville) to table Airport Operations and Safety Procedures. Carried.*

**Chair Report:** No Report

**Friends Report:** Neville reported the Friends group is up to 73 members and is having their best year financially. Working to obtain their 501c3. Planning to side the Friends Building, pending Town Board approval. The Courtesy Van is also having mechanical issues.

**Airport report:** Neville thanked the maintenance crew for the outstanding job brushing. Franke stated farming of the airport hasn't proven to be financially beneficial.

**Payment of Bills:** *Motion: (Neville, Chadoir) to pay the bills as presented. Carried.*

**Set Next Meeting Date:** November 15, 2018 at 9:00 a.m.

**Adjourn:** *MOTION: (Neville, Somerhalder) to adjourn at 10:12 a.m. Carried*

Respectfully submitted,

Kelly Murre,  
Deputy Clerk