

EPHRAIM-GIBRALTAR AIRPORT COMMISSION
THURSDAY MAY 17, 2012
7:00 P.M.
GIBRALTAR TOWN CENTER

Call to Order: The Ephraim-Gibraltar Airport Commission meeting was called to order by Myrv Somerhalder, chairman at 7: 00 p.m.

Roll Call/Quorum: Somerhalder stated a quorum of the Commission was present.

Members present: Myrv Somerhalder, Don Freix, Arvid Munson, Marty Franke and Jon Neville
Members absent: Mike McCutcheon

Proper Notice/Adopt Agenda: *It was moved by Munson, seconded by Neville to adopt the agenda as posted. Motion carried.*

Approve Minutes of the Previous Meeting: *It was moved by Neville, seconded by Munson to approve the minutes of April 19, 2012 as written. Motion carried.*

Hangar List Update: Letter Language- The draft hangar list letter was reviewed. The following changes to be made were noted:

- ✚ The letter should only contain content specific to instituting the new deposit policy
- ✚ The number of hangar prep areas is to be omitted
- ✚ The airport is finishing up with the Master Plan and has designated possible locations for more hangars to be built. The Airport Commission is presently taking deposits for placement on a hangar area waiting list. Ranking of individuals on the current (non-deposit) waiting list will be honored upon receipt of the \$500 deposit.
- ✚ The \$500 deposit will be refunded once hangar construction is underway or an individual asks to be removed from the waiting list.
- ✚ Individuals who are offered a hangar area but choose not to build at that point in time will remain on the list without losing their position on the list.
- ✚ The letter should be sent to those individuals on the current waiting list.
- ✚ A specified deposit deadline should be noted for preexisting waiting list individuals.

Somerhalder stated there are associated issues to remember for preparation for the hangar area grant petition – inclusion of the electrical distribution panel and the rerouting of the existing electrical service under the anticipated first hangar area. Additional items to be included in the SOP's should be snow plowing and electrical distribution costs. Care was taken by the Commission to have the deposit policies of the Harbor and Airport be consistent. *It was moved by Munson/Neville to accept the letter as proposed with changes. Motion carried.* The revised letter will be brought back at the June meeting for approval.

Airport Personnel Costs: The commission reviewed options to reduce personnel costs (2012 and forward) which included use of lower wage employees, seasonal part-time employees, qualified volunteers and subcontractors. The qualifications to run the articulating tractor were raised; no certification is required but experience in handling this type of equipment is essential. Budget shortfalls regarding personnel costs were discussed and ways that the 2013 budget preparation would be able to mitigate the issue moving forward. *It was moved by Franke, seconded by Munson to make a recommendation to the Town Board to pursue the possibility of hiring a part- time seasonal worker/workers to assist in the administrative duties and find a person qualified to run the large tractor at a part- time seasonal rate. Motion carried.*

Airport Sweeper Sale: Somerhalder stated the Gibraltar Building Committee did a walk-through of the airport facilities a few weeks ago. During the walk-through it was stated that the broom is used very infrequently due to the effectiveness of the broom and the amount of time needed for hook-up. Prior to the purchase of the tractor and accessories the Highway Department had swept the asphalt surfaces. *It was moved by Franke,*

seconded by Freix to direct the clerk to call the dealer to get a rough idea on the value of the sweeper and place on the next agenda for sale of the equipment. Motion carried.

Friends of the Airport Report: Neville stated the Young Eagles event is scheduled for Saturday. A safety meeting will be held at 8:30 a.m. There is 1 helicopter and 9 fixed wing aircraft slated for the event. Additional portables were recommended for the event. The “Friends” will be replacing the 2 windsocks which have faded to the point that their visibility is problematic. Dave Burke has offered the use of his bucket truck to assist with the installation of the new socks.

Airport Report: The lack of airport signs on Hwy 42 was questioned; the status will be checked. Franke questioned the need for fill and the specifications required by the state. Somerhalder stated the state is very restrictive.

Public Comment: None.

Adjourn: *It was moved by Munson seconded by Neville to adjourn. Motion carried and the meeting adjourned at 8:12 p.m.*

Respectfully submitted,

Beth Hagen, Clerk