

EPHRAIM-GIBRALTAR AIRPORT COMMISSION
WEDNESDAY, JANUARY 23, 2013
7:00 P.M.
GIBRALTAR TOWN CENTER

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

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

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

Agenda/ Proper Notice/Adopt Agenda: MOTION (Freix, McCutcheon) to adopt the agenda as posted. Carried

Approve Minutes of Previous Meeting(s): MOTION (Freix, Franke) to approve the minutes of November 15, 2012 as presented. Carried MOTION: (McCutcheon, Somerhalder) to approve the minutes of December 5, 2012 as presented. Carried

Discuss Certification Process for Self Fueling System Daily Checks: Jon Neville, Marty Franke and Charity Buhr have volunteered to take the certification online. The Class C certification training can be done by the Class A/B operator (Tim Biwer) prior to spring opening. The online Class C certification has a cost of \$10. MOTION: (McCutcheon, Franke) all those who work at the airport take the Class C certification. Carried

Review Monthly Income/Expenses: Neville stated that monthly the Commission would like to know exactly what is coming in and being expensed. Neville felt the cleaning expenses were high; it was also noted it is subcontracted out.

New Seal Coating and Snow Plowing: McCutcheon noticed the seal coating appears to be wearing. Maintenance was asked to monitor the blowing of snow and subsequent accumulations of more than 2". McCutcheon questioned if the FAA requires keeping the runway plowed/open. Hagen will check grant assurances. Somerhalder stated that he planned it into the grants to keep the airport open year round. Grants were received for snow removal equipment. Somerhalder will check into FAA rules requiring the airport staying open.

Review of Hangar Rules as They Pertain to Signage: McCutcheon stated the hangar next to his has a sign on it of "BBZ Inc." It was noted that Sheets has a for sale sign on his hangar. Hagen was directed to send a letter to Ziegler and Sheets.

Review of YTD Financials: Neville reported a profit of \$4225 for 2012. Franke stated personnel costs and contracted maintenance were both down \$6,000. Revenues were up \$5,000.

Chairman Report/Comments: Neville stated that he along with McCutcheon and Franke met with John Cox, Brian Merkel, Charity Buhr and Beth Hagen to discuss the business plan. In summary lines of communication are open and segregated QuickBooks accounting will be created for the airport. An intergovernmental agreement between the municipalities was recommended by the Commission.

Friends of the Airport Report: Neville reported approximately 33% of the membership has renewed. A \$500 donation was received in memory of the Late Steve Classon. The FOEGA has been asked to assist with ski planes that fly in for the Winter Festival.

Airport Report: Somerhalder stated that no progress has been made a sign with the DOT. A directional/information sign has a cost of \$175 with a \$35 annual fee. Hangar inspections in Sturgeon Bay require a 30% dedicated aviation space. The self fueling terminal is functional after replacement of a surge

protection unit due to a power surge at the end of the year. The overhead display is currently intermittent. The QT Technology service plan proved to be invaluable. The AWOS petition will be submitted prior to the next meeting. Neville stated that hangar inspections may be scheduled as early as May.

The next meeting is scheduled for February 21st at 11 a.m.

Brush Sale: Franke stated a consignment agreement was signed with Swiderski Waupaca Tractor. The manufacturer may be able to sell the brush; Franke will keep the Commission updated on movement.

Loss of Income Insurance: Franke stated he would like to investigate the option further. MOTION: (McCutcheon, Freix) to table until next month. Carried

Public Comment: McCutcheon would like the Commission to consider changing the hour of this meeting on the next agenda.

Adjourn: MOTION (McCutcheon, Somerhalder) to adjourn at 8:03 p.m. Carried

Respectfully submitted,

Beth Hagen, Clerk