

EPHRAIM-GIBRALTAR AIRPORT COMMISSION
THURSDAY, NOVEMBER 21, 2019
GIBRALTAR TOWN CENTER
9:00 A.M.

Approved: February 20, 2020

Call to order: The Ephraim-Gibraltar Airport Commission meeting was called to order by Marty Franke at 9:00 a.m.

Members present: Marty Franke, Jon Neville, Gary Glojek, and Jeff Drajesk (via telephone)

Absent: Myrv Somerhalder and Gary Chaudoir

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

Approve Minutes of Previous Meeting(s): *Motion: (Neville, Glojek) to approve the minutes from October 17, 2019, as written. Carried.*

Public Comment: Brenda Tourmo spoke in opposition of the dog park at the airport. Cherryland Airport does not allow dogs to run at large. She has concerns about costs for maintenance and insurance. Angela Sherman neighbors the airport property. She's not innately against the dog park but has concerns and wants to make sure it is done correctly.

Maintenance Update: A draft checklist was created for volunteers and staff to follow when inspecting the airport. Strantz found several lights out and thinks a monthly check is not sufficient. It was suggested to create 2 checklists (on/off season). Once a week was suggested for general maintenance and once a month for fuel checks during the winter months.

Jim Black will continue to issue NOTAMS throughout the winter.

The guys are currently working on the snowblower, to be completed today or shortly thereafter.

Hagen clarified that maintenance staff are allowed to use the Town trucks for snowplowing at the airport.

November 9th Runway Incident: It was reported that a pilot hit some loose gravel or debris from the crackfilling of the runway. It was actually his tow bar left attached to the plane that damaged his prop. It had nothing to do with the airport and was pilot error. Would like to see if sweeping of the runway could be done.

Management Operations Agreement: During a joint meeting between the Village, Town and Commission it was suggested to enter into a maintenance agreement. Franke has concerns about the annual appropriation and would like to include an additional remedy if agreement couldn't be made prior to arbitration, would like to see mediation. Drajesk questioned whether the appropriations need to be equal.

Drajesk created an airport manager job description. The commission will update the draft at the next meeting.

Motion: (Neville, Glojek) to review the Management Operations Agreement after the Commission has an agreed upon draft, to forward to the Town/Village Boards for their attorneys to review. Carried.

Dog Park at Airport Property: An update was given by Kelly with the drawing provided by Skare. Skare has drawn a larger buffer from the north neighbor. She recapped the discussions from Parks and Lands. Sherman and Tourmo expressed their concerns.

The BOA made an exception to allow the volleyball courts on airport property. The Northern Door Volleyball Association has to pay rent, which is done with in-kind services. Franke is surprised the BOA would allow this and a similar agreement would need to be made.

Glojek has concerns that 100 ft from the grass runway isn't enough should an aircraft have landing issues. The Commission would like to see a final proposal with required setbacks, cost of insurance and maintenance. Would also like to see what the BOA would require. Need to clarify setback and height restrictions from runway.

Motion: (Neville, Glojek) to table for more information. Carried

Review Financials: *Motion: (Neville, Glojek) to accept the financials as presented. Carried*

Chair Report: Franke reported he spoke with Gayle Sturn regarding the invoice for the cracksealing project. The invoice will be for \$4175.41, but is unsure when it will be sent out. The u-fuel system will not be a joint project. The Commission will need to obtain 3 bids and the financial participation will be an 80-20 split, since it is not replacement of existing equipment. It is considered an update. If it was a unit with a chip reader is installed, it would be considered as a replacement for a 95-5 split. Franke will know more in a few weeks.

Friends Report: Neville reported membership renewals were sent out. Wi-fi will be turned off for the winter.

Airport Report: No report

Payment of Bills: *Motion: (Neville, Glojek) to pay the bills as presented including the crack sealing bill of \$4175.41. Carried*

Adjourn: *MOTION: (Neville, Drajek) to adjourn at 10:34 a.m. Carried*

Respectfully submitted,

Kelly Murre,
Deputy Clerk