

EPHRAIM-GIBRALTAR AIRPORT COMMISSION

WEDNESDAY, MAY 15, 2024

GIBRALTAR TOWN CENTER

9:00 A.M.

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

Roll call/quorum: Members present: Martin Franke, Jeffrey Drajesk, Timothy Halbrook, Gary Glojek (Via zoom)

Absent: Jon Neville and Myrvin Somerhalder

Agenda/ proper notice/adopt agenda: *Motion: (Drajesk /Halbrook) to adopt the agenda as presented. Carried*

Approve minutes of previous meeting(s): *Motion: (Drajesk /Halbrook) to approve the minutes from the April 18, 2024 meeting as written. Carried*

Public comments: None.

Review of master plan process: Detailed explanation of master plan process including areas of focus and anticipated outcomes. Process includes update of the airport property map, inventory of existing facility, environmental background, aviation activity forecast, facility needs report, alternatives analysis and implementation plan. Masterplan process provides background data and history to show FAA the need for future projects that show up in the alternatives analysis. Utilizing MIS flight tracking data will be big benefit when working with FAA vs. rough estimates of operations. Emphasis on importance of user surveys. Questions/comments/discussions regarding purpose, scope and extension of runway protection zone (RPZ), MIS data review and continued MIS tracking subscription and runway project. FAA will not fund reconstruction if you do not have a recent masterplan. Masterplan study requires about 2 years. Discussions regarding runway improvements, funding eligibility for improvements and runway improvements outside masterplan.

Master plan funding: Overview of funding. BOA negotiated contract in scope and fee with Westwood but not entered due to BOA funding shortfall. Federal Airport Improvement Program under FAA not fully funded resulting in delay of annual entitlement to Ephraim-Gibraltar Airport. Once FAA is authorized, BOA can apply for 2024 entitlement needed to complete contract. Entitlement funds should be available in August 2024. Discussions regarding options for contact funding and guarantee letter vs. memorandum of understanding and public notice requirements. Committee requested copies of financial statements for current and past projects-hanger projects, land, crack-sealing and micro-surfacing and masterplan. Discussions regarding funding for equipment and need for mower/brush mow and grading equipment. Question from Fritz Goljek about security requirements, noise abatement procedures and environmental impacts associated with targeting larger aircraft. This is contemplated in masterplan.

Review 2023 financial statements: Nothing to review.

Hanger C-7 project update: Stephanie met with Zoning to review three variance questions related to property set-back line. Draft language for variance requests started and will be sent to Franke and Drajesk for review. There is a \$1,000 fee to County for a variance request. Approximate 3 month process for variance approval. Pavement drawing provided. Discussion regarding responsibility for approximate \$25,000 paving costs.

Airport Report: Drajesk reported County rolled the grass runway. Request for reimbursement to Halbrook for new sign by fuel. Discussions regarding grass runway maintenance, groundcover and reseeding. Hanger 1 owner wants to run tour business out of his hanger. Will be a low volume business-- 25-50 tours per summer. Offered percentage donation to airport for each flight. Drajesk spoke with Craig at Sturgeon Bay airport about how they handle businesses. They charge 2% of net profit. Also Hanger C7 owner does

owner assisted experimental aircraft construction. Would be great business to have at airport. Put development of business policy on future agenda.

Friends Report/maintenance update: Drajesk reported on status of Young Eagles event. Hit maximum youth registration. 12 pilots signed up. Many other actives during the day while kids waiting for flights. Three sponsorship students will be there. Hired 2 new airport attendants. Discussion regarding having a women in aviation group as part of the Friends group. Fund raiser for sponsorship/scholarship fund kicked off. Received \$1,000 donation from single donor. Stephanie pointed out possible future environmental habitat restrictions if wildflowers are planted by grass runway. Don't want to create new habitat. Drajesk provided update on grant request for eBikes and cost of liability insurance. Discussions regarding municipality recreational coverage.

Young Eagles update: See above. Alexanders will cater event.

Review Payables (monthly-Year-end): Thyssen reported there were 2 small bills, one for oil and for Ed Pinkham.

Set next meeting date: June 20, 2024 9:00 a.m.

Adjourn: *Motion:(Halbrook, Drajesk) to adjourn at 10:40 a.m. Carried*

Respectfully submitted,

Travis Thyssen, Clerk
Laura Reetz