

Lloyd Orensten called the Airport Commission meeting to order at 4:30 p.m., July 23, 2020.

Present: Lloyd Orensten, Tom Bouchard, John Coffey, Richard Huber

Absent: Rick Korpela

Excused:

Also Present: Bill Moore, Airport Manager

AGENDA ITEM 1: Roll Call

AGENDA ITEM 2: APPROVAL OF MINUTES (June 26, 2020)

A motion was made by Coffey, seconded by Huber, to approve the June 26, 2020 minutes. The motion passed unanimously.

AGENDA ITEM 3: CITIZEN PARTICIPATION PERIOD

None.

AGENDA ITEM 4: COMMISSION ITEMS

➔ **CARES Act update**

The Airport was granted \$30,000 through the CARES Act that can be applied to personnel, operations, and maintenance. Submitted costs include new tractor tires and payment for sealing the terminal and electrical building for a total of about \$10,000. Moore proposed several ways to use the remaining \$20,000, including gradually paying off bills, upgrading the hydraulics and plow blade on the snow removal truck, or a purchasing a truck lift. Discussion was held regarding where to buy a new plow blade and what kind of system to purchase. Orensten asked if the CARES Act funding could be put toward runway maintenance and sealant. Moore was hesitant to put funding towards the runway as it is going to be redone in two years. Orensten asked Moore to look into what else the CARES Act funds could be used for.

➔ **SRE (Snow Removal Equipment) Update**

No updates.

➔ **100LL Sump Installation**

Moore received the final third bid for the 100LL Sump installation earlier this week. Before moving forward with the bids, Moore will inquire to the Wisconsin Bureau of Aeronautics about the possibility of the new 100LL Sump being paid for by federal funds.

➔ **New Hire**

Moore will hire with a part-time new employee who will work weekends and take after-hours calls. The hire will be trained on basic operations and attend Shell school. It would be beneficial to have a county employee working at the

airport. Discussion was held on the final details of the hiring process, duties, and Commission involvement.

A motion was made by Bouchard, seconded by Coffey, to approve Moore hiring a part time employee. The motion passed unanimously.

AGENDA ITEM 5: Manager's Report

Airport received \$580 rebate from Northwest Petroleum.

QTPod M4000 Card Reader

FFA will reimburse JFK airport for the purchase and installation of the QTPod M4000 Card Reader (\$16,000).

DURO Reel parts

Moore ordered DURO Reel parts for repair.

Middle Gate Parts

Middle gate is now repaired and functioning.

Airport Rental Car

Rental car has been performing well. It was rented out for 16 different trips in July. Need 3.5 rents/month in order break even with vehicle costs.

Requested \$20,000 from Bayfield County for their annual contribution. Moore was invited to attend their annual executive board meeting and will attend.

AGENDA ITEM 6: Approval of Bills

The list of bills was presented by Moore. The total amount of the bills came to \$4786.85.

A motion was made by Bouchard, seconded by Huber, to pay the bills as presented. The motion passed unanimously.

AGENDA ITEM 7: SET NEXT MEETING DATE

The next Airport Commission meeting will be held August 27, 2020, at 4:30 pm, at JFK Airport.

AGENDA ITEM 8: ADJOURNMENT

A motion was made by Bouchard, seconded by Huber, to adjourn. The motion passed unanimously.