



JOHN F KENNEDY MEMORIAL AIRPORT

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A Joint Commission between Ashland County and the City of Ashland



AIRPORT COMMISSION MEETING NOTICE

The Ashland City/County JFK Memorial Airport Commission will meet at **4:30 PM** on **July 18, 2024** at the JFK Memorial Airport.

Agenda Items:

1. Roll Call

- a. Commission Members: Lloyd Orensten, John Coffey, Carol Ortman, Richard Huber, Blake Ellefson

2. Approval of Minutes

- a. Approve minutes from June 27, 2024 Airport Commission Meeting
- b. Complete and Approve Missing Details (Items 1, 2, 4a, and 4b) from May 2nd, 2024 Meeting

3. Citizen Participation Period

4. Commission Items

- a. Lot Descriptions Survey
- b. Jet-A Invoice and Fuel Cost Summary
- c. Bretting Hangar Purchase

5. Airport Manager's Report

6. Approval of Bills

7. Set Next Meeting Date

8. Adjournment

It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities. NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Ashland City Hall at (715) 682-7071.

AIRPORT COMMISSION MEETING MINUTES: **Thursday, June 27, 2024**

1. Roll Call

The June 27, 2024 called to order at 4:30 PM by L. Orensten.

- a. Commission Members: Lloyd Orensten, Carol Ortman, John Coffey, Richard Huber, Blake Ellefson

PRESENT: Lloyd Orensten, Richard Huber, Carol Ortman, John Coffey (arrived at 4:35)

ABSENT: (Excused) Blake Ellefson

ALSO PRESENT: Derek Hall (Airport Manager), Bill Moore (Airport Manager)

2. Approval of Minutes

- a. Complete and Approve Missing Details (Items 1, 2, 4a, and 4b) from May 2nd, 2024 Meeting

Orensten stated that he would come to City Hall to amend the May 2nd Minutes.

NO ACTION TAKEN

- b. May 23, 2024 Meeting Minutes

Motion to Approve May 23rd Minutes: Huber

Second: Ortman

Vote: Approved Unanimously (Coffey not yet present)

3. Citizen Participation Period

4. Commission Items

- a. Bretting Hangar and Fuel Farm Discussion

Moore reported that the Airport did purchase the fuel farm from Brettings. The fuel farm is empty as of the 27th with a large amount of Jet A sales on the 27th.

Bretting is owned 2,100 gallons of Jet A as compensation for what was in the tank at purchase. Moore also reported that the city has acquired insurance for the fuel farm.

- b. Lot Description Survey Inquiries

Moore met with Mark Osikowski on June 19th to discuss the lot surveys and the loss of the Personal Property Tax. He said that no other airports that Mark works

with has made progress in adjusting for the Personal Property Tax loss. Moore requested the Commission give approval to move forward with lot descriptions with Carl. Ortman asked for pricing, Moore gave a rough estimate of 1/10 of the price, but would give an exact figure for the Commission.

NO ACTION TAKEN

c. Titan Aviation Fuel Seminar

Hall has completed the Fuel Seminar and has approval to operate the fuel farm and fuel aircraft.

d. JET A and 100LL Fuel Prices

Moore presented information from regional airports and their fuel prices. Moore felt like ASX and regional airports are in the same ballpark. Commission asked to defer to the next meeting after the new fuel load comes in of Jet A. Ortman expressed the opinion that the prices should be raised by \$0.25.

5. Airport Manager's Report

Moore- Sold 1,800 Gallons on 6/27 to empty the Jet A tank. Traffic is picking up.

6. Approval of Bills

1034.37 total
Propane for terminal building
Weed killer
Runway lights

Motion to approve the bills: Ortman
Second: Coffey
Vote: Passes unanimously

7. Set Next Meeting Date

7/18 @ 4:30 PM at the Airport Terminal.

8. Adjournment

Motion to adjourn: Ortman
Second: Huber
Vote: Passes unanimously

Submitted by Kevin Haas - Deputy Clerk - City of Ashland

AIRPORT COMMISSION MEETING MINUTES: **Thursday, May 2, 2024**

1. Roll Call

- a. Roll Call: Lloyd Orensten, John Coffey, Richard Huber, Blake Ellefson, Carol Ortman

2. Approval of Minutes

- a. February 22, 2024 Airport Commission Minutes
- b. March 21, 2024 Airport Commission Minutes
- c. April 11, 2024 Airport Commission Minutes

3. Citizen Participation Period

4. Commission Items

- a. Bretting Hangar and Fuel Farm Discussion (David Bretting - Guest Speaker)
- b. Liability Insurance Regarding Jet A Fuel Farm
- c. Hangar Lease Discussion
 - Discussion regarding surveying for hangar lease amounts, this would be the next step. There has not been any movement from the City nor County on the leases otherwise.
 - No action taken.
- d. 2023 Wisconsin Act 12-Personal Property Exemption Discussion
 - No action taken.
- e. Mini-Van Lease Discussion
 - Moore has discussed the vehicle with Bill Hagstrom, Ashland Chief of Police, and Chief Hagstrom recommended keeping the vehicle as it would likely still return a

profit on sale even if the rentals don't generate the income to pay for the lease.
No action taken

5. Closed Session

- a. Pursuant to WI Stat. 19.85(1)(c): "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." (Airport Commission Chairperson: Review Applications)

Motion to enter Closed Session: Ortman

Second: Coffey

Vote: Passes Unanimously.

Motion to amend Closed Session motion to allow Ashland City Administrator Brant Kucera and Airport Manager Bill Moore to remain during closed session: Huber

Second: Ellefson

Vote: Passes Unanimously

Motion to exit Closed Session: Huber

Second: Ortman

Vote: Passes Unanimously

6. Airport Manager's Report

- a. Results from Brushing
Brushing has been completed, despite being delayed by the late season snow storm.
- b. Mowing Equipment Prep & Maintenance
Prep has been completed and they are ready to roll for the summer. The runway has been mowed once already.

7. Approval of Bills

Total bills: \$18,108.81

Titan fuel: ~ \$14,000

Lulich: \$3,275 for rental

Misc bills

Motion to approve bills: Coffey

Second: Ellefson

Vote: Unanimous

8. Set Next Meeting Date

Next meeting set for May 23rd, 2024 at 4:30 PM at the JFK Memorial Airport Terminal.

9. Adjournment

Motion to adjourn: Coffey
Second: Huber
Vote: Passes Unanimously