



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 **September 26, 2024** at the JFK Memorial Airport.

Agenda Items:

1. Roll Call

2. Approval of Minutes

- a. Approve Thursday, August 22nd, 2024

3. Citizen Participation Period

4. Commission Items

- a. Discussion of Airport Lot Master Lease with County Administrator Dan Grady
- b. Review 2025 Airport Budget
- c. Review of Updated Airport Capital Improvement Plan

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, August 22, 2024**

1. Roll Call

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

PRESENT: Lloyd Orensten, John Coffey, Richard Huber, Carol Ortman, Blake Ellefson

ABSENT: None

ALSO PRESENT: Airport Manager Derek Hall

2. Approval of Minutes

- a. July 18, 2024 Meeting Minutes
Motion to Approve July 18, 2024 Minutes by Huber
Second: Coffey
Vote (Voice): Passes unanimously 5-0

3. Citizen Participation Period

No members of the public present.

4. Commission Items

- a. Lot Description Survey Exhibit
Hall reported that five hangars do not match the dimensions listed, noted in red on the presented map. Karl recommended re-writing the leases to reflect the change in dimensions to reflect the correct legal description. Karl inquired with the commission about who the tax collecting body is, the commission felt that it should be the city.
- b. Runway 02/20 Runway Rehabilitation Project Update
\$3.8 Million dollar project was awarded to McCabe previously. The FAA expressed concerns about the condition of the main runways, along with the taxiway that comes off at the intersection of the two runways. The Taxiway is being reconstructed to come off of runway 02. The commission asked about where the money was coming from. Hall stated he is meeting with the City Finance Director in the next week or two. Hall said the project is supposed to start in Spring of 2025. Commission made remarks about falling Jet A fuel sales during the project

since most jets cannot use the shorter runway.

c. Future Airport Improvement Projects

Hall reported further on his conversation with the WI-BOA. The person he spoke with suggested the apron and potentially reconstructed the SRE building. The FAA is hesitant to provide funding to buildings as old as the SRE building is, so building a new building would be more appealing to the FAA for fund allocation. Hall inquired about expanding the concrete for jet parking, the person stated it could be a possibility and it would be looked at. The possibility of receiving funding from the FAA for a new fuel farm is a possibility.

5. Airport Manager's Report

Rep from the TSA came out for a security inspection. He reported everything was to his satisfaction, noting comments about ramp lighting being less than optimal, but no action items given to Hall.

Ashland Fire Department did their building inspection and found everything was at satisfaction.

Hall reported that he had his first 3 AM call. Hall mentioned he'd like some relief at some point to prevent burnout from being constantly on call. The Commission recommended reaching out the Bill Moore, John Sill, and a few others to talk about availability and how they handled compensation for handing out on-call responsibilities.

Hall reported around 8,000 gallons of Jet A sales in the last 6 months. If things keep up the way things are going, Hall reported that another order would need to be placed.

6. Approval of Bills

Motion to approve bills as stated in the attachment by: Huber

Second: Ellefson

Vote (Voice): Passes unanimously 5-0

7. Set Next Meeting Date

Ellefson asked for the tentative budget be available to the Commission at the next meeting.

Next meeting is set for September 26th, 2024 at 4:30 PM at the JFK Memorial Airport Terminal.

8. Adjournment

Motion to adjourn: Ortman
Second: Ellefson
Vote (Voice): Passes Unanimously

Submitted by Kevin Haas
Deputy Clerk
8/26/2024