



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 **February 20, 2025** at the JFK Memorial Airport.

Agenda Items:

1. Roll Call

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

2. Approval of Minutes

- a. Approve January 23, 2025 Airport Commission Meeting Minutes

3. Citizen Participation Period

4. Commission Items

- a. Update of Airport Improvement Program Petition Status
- b. Update of Airport Tenant Complaint Action
- c. Continued Discussion of Personal Property Tax for Airport Lot Leases

5. Airport Manager's Report

6. Approval of Bills

- a. Approve Bills as of February 20, 2025

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, January 23, 2025**

1. Roll Call

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

PRESENT: Orensten, Ortman, Coffey, Ellefson, Huber

ABSENT: (Excused)

ALSO PRESENT: Airport Manager Derek Hall

2. Approval of Minutes

- a. Approve November 21, 2024 Airport Commission Meeting Minutes
Motion to approve the minutes: Huber
Second: Ortman
Vote: Passes unanimously (voice)

3. Citizen Participation Period

No members of the public present.

4. Commission Items

- a. Discussion and Approval of Airport Improvement Program Petition
Hall introduced the item. Explained the requirements from the Bureau of Airports (BOA) to receive this petition every six years. Looking to get an approval of the petition to move forward to council at the January 28th, 2025 City Council Meeting. The County Board is expected to follow shortly after to approve the petition. Ellefson brought up some concerns that the County Administrator had and others on the County Board are likely to have. Hall has spoken with Dan Grady at Ashland County and also put Dan in touch with the BOA. Ellefson is hoping to be able to speak with Dan Grady ahead of the County Board Meeting and hoping Hall can connect with Grady again.

Motion to approve: Coffey
Second: Ellefson
Vote: Passes Unanimously (voice)

- b. Discussion of Airport Tenant Complaint

The complaint was presented to the commission. The Commission stated they are aware of the grievances from the complaint from previous incidents. The BOA did escalate the complaint to the FAA and the BOA would like to see a resolution to the complaint.

Motion to recommend that the City of Ashland enforces that Mr. Radosevich must come into compliance with the terms of the Airport lease or remove Mr. Radosevich from the Airport: Ellefson
Second: Ortman
Vote: Passes Unanimously (voice)

c. Discussion of Personal Property Tax for Airport Lot Leases

Hall explained what he has attempted thus far. Hall has concerns that adding any additional fees may violate the leases held by the tenants. Hall feels as though options have been exhausted. Ellefson asked if it would be possible to just continue what the hangars were being taxed at and just call it something as an additional fee. Orensten asked if the airport can even charge an additional fee legally. Hall reminded the Commission of the process that New Richmond followed, and Ellefson thought that was the best route.

5. Airport Manager's Report

Hall reported that the USCG was assisting with the SAR on the bay Monday Morning.

Paul Mika spoke with Hall to ask if he could reestablish the gravel pad behind his hangar that was there a number of years ago. The Commission did not have concern so long as the surrounding tenants were okay with it and it did not impede other hangars as well.

Hall asked the Commission if the old broom as the new tractor came with one would be worth selling or hang on to it when the old tractor would be sold for increased value.

The Fuel truck had a small issue and it was fixed by the City Shop. Funding for fuel trucks is hard to come by from the BOA or the FAA. The Commission should be expecting to have to purchase a new truck at some point in the future.

6. Approval of Bills

- a. Approve Bills Since November 21, 2024 Meeting
Motion to approve the bills: Ellefson
Second: Huber
Vote: Passes Unanimously (voice)

7. Set Next Meeting Date

Next meeting will be on February 20th at 4:30 at the JFK Memorial Airport Terminal.

8. Adjournment

Motion to Adjourn: Ortman

Second: Ellefson

Vote: Passes Unanimously (voice)

Airport Bill Payment

(PROPER DOCUMENTATION MUST BE ATTACHED)

PURCHASE ORDER NO	QUANTITY	DESCRIPTION	AMOUNT	
14090140	21 Gal Gasoline	Midland Cenex (Gas for Airport Pickup Truck)	63	00
14220182	9.32 Gal Gasoline	Midland Cenex (Gas for Airport Jet Fuel Truck)	27	58
1515963442	440 Gal Propane	Como (Propane for SRE Building)	650	38
1515963441	310 Gal Propane	Como (Propane for Terminal Building)	449	19
ASH0610000509	4	L&M Supply (DEF for T8 Tractor)	51	96

Total \$1,242.11

Approved by:

