

**Airport Committee
November 10th 2010**

At the Taylor County Airport Hanger

Call Meeting to Order: Chairman Werner called the meeting to order at 9:07 a.m.

Members Present: John Werner, Diane Albrecht, Roger Emmerich and Gary Machon

Members Absent: Fred Parent

Other Attendees: Bruce Strama and Jess Sackmann

Approve Minutes. It was moved by Emmerich, seconded by Machon, to approve the minutes of the October, 2010 Airport Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda. It was moved by Albrecht, seconded by Emmerich to approve the agenda with eleven items. A unanimous vote cast, the motion carried.

Approve Bills: It was moved by Albrecht, seconded by Machon, to approve the bills. All voted aye, motion carried.

Discuss on act on the purchase of a quick attach hitch for the Hwy Dept. End loader to fit snow blower and plow blade. Committee member Emmerich made a motion to purchase a quick attach hitch for W-24 end loader to fit the snow blower and bucket. The amount was not to exceed \$5,000.00. Motion was seconded by Albrecht. All voted aye, motion carried.

A second motion was made by committee member Emmerich to proceed with the sale of the Hydro-Ax loader through the Highway Department. Motion was seconded by Machon. All voted aye, motion carried.

Discuss and act on purchasing bidirectional tractor through the Bureau of Aeronautics snow removal program. Committee member Emmerich made a motion to purchase the bidirectional tractor through the state snow removal program this up-coming year. Motion was seconded by Albrecht. All voted aye, motion carried.

Discuss and act on snow removal procedures, hours of winter operation, weekend coverage. Committee member Emmerich made a motion to approve the snow removal plan. Motion was seconded by Machon. All voted aye, motion carried.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities.

Correspondence.

Date of next meeting. Tentative, December 14th, 2010.

Adjournment. It was moved by Emmerich, seconded by Albrecht, to adjourn at 9:56 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager

**Airport Committee
October 6th, 2010
At the Taylor County Airport**

Call Meeting to Order: Chairman Werner called the meeting to order at 9:00 a.m.

Members Present: John Werner, Fred Parent, Diane Albrecht, Roger Emmerich and Gary Machon

Members Absent:

Other Attendees: Darla Jochimsen, Bruce Strama and Brian Wilson

Approve Minutes. It was moved by Parent, seconded by Machon, to approve the minutes of the August 2010 Airport Committee meeting with the corrections to report of activities and to committee member Emmerich added to members present. A unanimous vote cast, the motion carried.

Approve Agenda. It was moved by Albrecht, seconded by Parent to approve the agenda with thirteen items. A unanimous vote cast, the motion carried.

Approve Bills. It was moved by Parent, seconded by Albrecht, to approve the bills. All voted aye, motion carried.

Discuss on 2010 fencing Project. Committee Chair John Werner updated members on the timetable of the fencing project. A schedule was given to members for review along with deadline date for bidding. The project is slated to start December 2010, weather permitting.

Discuss and act on resolution related to the transfer of property from Taylor County to Taylor County Airport. Committee member Emmerich made a motion to approve and forward the resolution to County Board pending the approval of Corporation Counsel. Motion was seconded by Parent. All voted aye, motion carried.

Discuss and act on negotiations regarding the property or easement over the Joe Leader property. The committee went into closed session with a motion by Parent at 9:21 a.m. pursuant to section 19.85 (1) (e) for the liberating in negotiating the purchasing of public properties, and the investing public funds, or conducting other specific public business. Motion was seconded by Albrecht, all voted aye. Vote was unanimous.

The committee came out of closed session at 9:40 a.m. with a motion from Parent seconded by Machon. All voted aye, the vote was unanimous.

Committee member Emmerich made a motion to authorize the Bureau of Aeronautics to negotiate with the Leaders regarding their property needed for the completion of the airport development project. Motion was seconded by Machon, all voted aye, motion carried.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities. There was some discussion regarding the possible need to lease an end loader for the upcoming winter. The upcoming winter operations were discussed.

Correspondence. A letter from the Bureau of Aeronautics was passed around regarding the past 5010 inspection that was completed in September.

Date of next meeting. Tentative, November 9, 2010.

Adjournment. It was moved by Albrecht, seconded by Machon, to adjourn at 9:50 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager

Airport Committee

August 10th 2010

At the Taylor County Airport

Call Meeting to Order: Chairman Werner called the meeting to order at 9:00 a.m.

Members Present: John Werner, Fred Parent and Gary Machon

Members Absent: Diane Albrecht

Other Attendees: Darla Jochimsen

Approve Minutes. It was moved by Parent, seconded by Machon, to approve the minutes of the June, 2010 Airport Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda. It was moved by Emmerich, seconded by Parent to approve the agenda with twelve items. A unanimous vote cast, the motion carried.

Approve Bills: It was moved by Parent, seconded by Emmerich, to approve the bills. All voted aye, motion carried.

Discuss and act on 2011 budget. Committee member Emmerich made a Motion to forward the budget as submitted. Motion was seconded by Machon. All voted aye, motion carried.

Discuss and act on 2010 fencing project. Committee members were given information regarding the 2010 fencing project. The staking for the perimeter of the fencing area still needed to be complete. Also DNR concurrence still needed to be completed.

Discuss and act on using County Hanger for fly-In. Airport Manager Wood asked committee members for permission to use the counties hanger for a fall fly in meeting along with other aviation activities slated for this fall. Committee members all agreed. No motion was taken.

Discussion on changing fuel rate formula along with contract fueling. There was some discussion regarding the fuel rate formula for which the County airport charges for fuel. Airport manager Wood gave committee members and updated fuel pricing sheet for the surrounding areas. It was noted that due to the timeframe of when the last fuel was purchased the County would be at a higher rate per charging fuel. Committee members were asked to lower the rate formula to coincide with surrounding airports. There was some discussion regarding the formula. A motion was made by committee member Emmerich not to change the fuel rate charge formula and leave it as is. Motion was seconded by Machon. All voted aye, motion carried.

On other business committee members were given information on contract fueling. Contract fueling would allow part 135 cargo, air ambulance, and other passenger operations to receive a discount on fuel depending upon the amount of fuel they purchased. Airport Manager Wood also stated that surrounding airports were using contract fuel to increase traffic and increase the volume of fuel being pumped. Committee members decided not to pursue contract fueling at this time.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities. It was noted that the Wisconsin Aviation land use Seminar would be held in

Correspondence.

Date of next meeting. Tentative September 14

Adjournment. It was moved by Emmerich, seconded by Machon, to adjourn at 10:55 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager

Airport Committee

June 14th 2010

At the Taylor County Airport

Call Meeting to Order: Chairman Werner called the meeting to order at 9:00 a.m.

Members Present: John Werner, Fred Parent, Diane Albrecht and Gary Machon

Members Absent: Roger Emmerich

Other Attendees: None

Approve Minutes: It was moved by Parent, seconded by Albrecht, to approve the minutes of the April, 2010 Airport Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda: It was moved by Albrecht, seconded by Machon to approve the agenda with thirteen items. A unanimous vote cast, the motion carried.

Approve Bills: It was moved by Albrecht, seconded by Parent, to approve the bills. All voted aye, motion carried.

Discuss and act on fencing wetland area. Committee members discussed fencing the wetland protected area. The decision was made on holding off fencing the protected area until the area could be reviewed by the Wisconsin Department of natural resources.

Discuss and act on repairing or replacing utility vehicle. Committee member Albrecht made a motion to repair the four wheeler for the amount of \$1700. Motion was seconded by Machon. All voted aye, motion carried.

Discuss and act on 2010 spring fly in. There was a motion by committee member Albrecht to allow all performers dealing with the 2010 fly-in a \$.20 discount on fuel. Motion was seconded by Parent. All voted aye, motion carried.

Discussion on invoice regarding fencing project. Motion was made by Parent to use the Leader property as the County's portion of the fencing project. Motion was seconded by Machon. All voted aye, motion carried.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities.

Correspondence. None

Date of next meeting. To be determined.

Adjournment. It was moved by Albrecht, seconded by Machon, to adjourn at 10:05 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager

Airport Committee

April 19, 2010

At the Taylor County Airport

Call Meeting to Order: Chairman Werner called the meeting to order at 9:02 a.m.

Members Present: John Werner, Fred Parent, Diane Albrecht and Roger Emmerich

Members Absent: Gary Machon

Other Attendees: Steve Anderson, by teleconference; James Wood

Approve Minutes. It was moved by Parent, seconded by Albrecht, to approve the minutes of the March 2010 Airport Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda. It was moved by Albrecht, seconded by Emmerich to approve the agenda with thirteen items. A unanimous vote cast, the motion carried.

Approve Bills. It was moved by Emmerich, seconded by Albrecht, to approve the bills. All voted aye, motion carried.

Discuss and act on upgrading software for credit card machines. Committee member Emmerich made a motion to purchase the gold software package from QT Technologies for the amount of \$945. Motion was seconded by committee member Albrecht, all voted aye, motion carried.

Discuss and act on possible action of negotiations with Jerry and Naomi Miller for additional relocation payment from the Taylor County airport. Committee member Parent made a motion to have Steve Anderson deny relocation payments to the Miller's because of the bureau of Aeronautics and the Department of Commerce's recommendations. Motion was seconded by committee member Emmerich. All voted aye, motion carried.

Discuss and act on approving part-time position along with a limited time position at the airport. Committee member Emmerich made a motion to allow a short-term limited time position be filled until the permanent half-time assistant manager position be filled. Motion was seconded by Albrecht, all voted aye, motion carried.

Discussion on finishing spring runway project. Airport manager Wood discussed the items that need to be completed for the spring construction project. Wood also discussed unpaid bills that needed to be paid by the contractor prior to construction.

Discuss and act on employee evaluation. Airport committee members completed the airport manager's employee evaluation. Committee member Emmerich made a motion to approve the current evaluation. Motion was seconded by Albrecht, all voted aye, motion carried.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities. Wood discussed runway stripe painting along with crack filling activities that were planned for the upcoming month.

Correspondence. Committee members were given a letter regarding the Jerry Miller request.

Date of next meeting. To be determined.

Adjournment. It was moved by Albrecht, seconded by Parent, to adjourn at 10:20 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager

Airport Committee

March 23, 2010

At the Taylor County Airport

Call Meeting to Order: Chairman Werner called the meeting to order at 9:08 a.m.

Members Present: John Werner, Fred Parent, Diane Albrecht and Gary Machon

Members Absent: Roger Emmerich

Other Attendees:

Approve Minutes. It was moved by Parent, seconded by Albrecht, to approve the minutes of the February 9, 2010, Airport Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda. It was moved by Albrecht, seconded by Machon to approve the agenda with ten items. A unanimous vote cast, the motion carried.

Approve Bills: It was moved by Albrecht, seconded by Machon, to approve the bills. All voted aye, motion carried.

Discuss and act on changing hanger door requirements in County Code Section 36.12 (1) (a) & (b). Committee member Parent made a motion to change the door height requirements from 12 foot to 10 foot. This resolution will be forwarded to county board in April 2010.

Discussion on upgrading mowing equipment for airport. Committee members were asked if they wanted to upgrade the 7 year old Steiner lawn mower. Committee members were given some operating costs that incurred the past year. There was concern over insufficient funds in the budget to support upgrading the mower. Committee members tabled this issue.

Discuss and act on spring runway project. Committee members were given a list of items that still needed to be completed this spring. Contractor start date was still unknown. It was anticipated that in June the second phase of the project would be complete.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities. Wood discussed conference dates.

Correspondence. Airport Manager Wood discussed correspondence he had received the past month.

Date of next meeting. (tentative)

Adjournment. It was moved by Albrecht, seconded by Machon, to adjourn at 10:35 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager

Airport Committee

February 9, 2010

At the Taylor County Airport

Call Meeting to Order: Chairman Werner called the meeting to order at 9:05 a.m.

Members Present: John Werner, Fred Parent, Gary Machon, Diane Albrecht and Roger Emmerich

Members Absent: None

Other Attendees: Brian Wilson and County Board Chairman Jim Metz.

Approve Minutes. It was moved by Parent, seconded by Emmerich to approve the minutes of the December 2009 Airport Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda. It was moved by Albrecht, seconded by Emmerich to approve the agenda with thirteen items. A unanimous vote cast, the motion carried.

Approve Bills: It was moved by Albrecht, seconded by Machon, to approve the bills. All voted aye, motion carried.

Discuss and act on new hanger applications along with resolution for County Board. Committee member Emmerich made a motion to accept the applications for hanger rental as presented to the airport committee. Emmerich's motion also asked to forward the resolution (section 36.03) to the Taylor County Board.

Discuss and act on height zoning ordinance for a water tower in Stetsonville. Committee member Emmerich made a motion to approve the request for the Village of Stetsonville to construct a water tower that would exceed the Taylor County height limitation zoning ordinance by 9 feet pending FAA approval of this matter. Motion was seconded by Machon. All voted aye, motion carried.

Committee member Emmerich made a motion to ask the Village of Stetsonville to consider lighting the water tower for safety purposes. Motion was seconded by Albrecht. All voted aye, motion carried.

Discuss and act on 100 low lead fuel tank repairs. Committee member Emmerich made a motion to repair the 100 low lead fuel tank per low bid for the amount of \$5200 sent by Armor Shield USA. Motion was seconded by Machon. All voted aye, motion carried.

Discuss and act on expansion plans for new terminal area. Committee members were given four different options for utilizing the current Hurd Windows hanger as part of the airport operations. Committee members were given some options along with some cost-savings for tying into the existing building. County Board Chairman Jim Metz addressed the committee with a possible buyer for that hanger. Committee member Emmerich made a motion to resume the plans of having the new terminal area be designed with the current AWOS station as is per December 2009 drawings. Motion was seconded by Machon. All voted aye, motion carried.

Department report of activities. Airport Manager Jim Wood updated the committee on airport activities. Committee members were given dates of the upcoming conferences.

Correspondence. Committee members were given a letter to them regarding the Jerry Miller relocation claim.

Date of next meeting. The next meeting of the Airport Committee will be tentatively held on March 9, 2010, At the Taylor County Airport at 9:00 a.m.

Adjournment. It was moved by Albrecht, seconded by Emmerich, to adjourn at 10:50 a.m. A unanimous vote cast, the motion carried.

Acting Secretary: James Wood / Airport Manager