

**Airport Committee Meeting
March 9, 2017**

The Airport Committee met on Thursday, March 9, 2017 at 4:00 p.m. at Grantsburg Municipal Airport, 13284 County Road D, Grantsburg, Wisconsin and The Village of Grantsburg afterwards.

Present: Chairman, Greg Peer. Members, Larry Ebersold and Caylin Muehlberg.

Absent: None.

Others: Clerk, Patrice Bjorklund; Treasurer, Sheila Meyer; Public Works Director, Chris Bartlett; Matt Messina, Airport Development Engineer of the WI Dept. of Transportation; Rick Novak – Hanger #4 Owner and his son Joseph Novak; Rod Kleiss – Hanger #6 Owner and Village Trustee; Bob Viltz – Hanger #10 Renter; Scott Hanson – Hanger #11 Renter; Mike Jehlicka Hanger #7 Renter and Mike Lindquist – Hanger #8 Owner.

The committee as well as Clerk, Bjorklund; Treasurer, Meyer and Public Works Director, Bartlett; Messina inspected the hangars of owners and renters present. After inspections of the hangars and the runway were performed, all members as well as Clerk, Bjorklund; Treasurer, Meyer and other interested parties returned to the Village of Grantsburg office at 4:54 p.m. to conclude the remainder of the meeting.

Petition for Entitlement Dollars for Grantsburg Airport discussion took place. Matt Messina of the Division of Transportation Investment Management – Wisconsin Department of Transportation was present to discuss options for obtaining grant funding for various projects at the airport.

Public Works Director, Bartlett presented 2 estimates for crack sealing of expandable rubber mix for crack sealing of the runway. They were as follows:

- Fahrner Asphalt Sealers - \$2.00 per pound (25-30,000#) \$50,000 - \$60,000 which includes Taxiway and Apron – (5,000#) \$10,000 = TOTAL (\$60,000 - \$70,000)
- Burnett County Highway Dept. - .40 per pound (14,000#) \$5,530 + Labor/Machinery/Tools = \$12,433.43

Mr. Messina detailed another option through the state for obtaining estimates for the work. He noted that he could research other vendors for estimates if needed. His suggestion would be for the committee and the board to look at a full reconstruct of the runway. He thought that crack sealing is only a short-term “fix” for the problem. A microseal is better as it is a smoother surface, however; he noted that the dollars spent for a full reconstruct would give the best long term solution to the runway issues. Member, Ebersold and Member, Muehlberg felt that the Village residents would most likely not be receptive to a full reconstruct at this time.

Mr. Messina noted that the funds are available through Entitlement Dollars; and Apportionment Dollar that are federally funded. This is 5% cost for the Village. The Village would need to spend \$7,500 yearly if using the full Entitlement Dollars. If the project is over \$150,000 there are Apportionment Dollars and Discretionary Funding which is state funding that is available.

Through 2017, the Village has \$600,000 available to use. This amount is figured at \$150,000 for 2014, 2015, 2016 and 2017 years. By September, 2017; the Village would either need to borrow, use or give away 2014 Entitlement Dollars in the amount of \$150,000. In the past, the village has given entitlement dollars for 2007, 2008, 2009, 2010, 2011, 2012 and 2013. Mr. Messina noted that the village would need to start the process soon to obtain funding. The following steps would need to be completed:

- Public Hearing
- Petition Resolution
- Obtain (3) Quotes for Costs

Member, Ebersold asked if the Village can keep drawing funds for projects or if all money has to be drawn at one time. Mr. Messina noted that the Village is allowed to do drawdown requests as often as needed. He also mentioned that there is little paperwork involvement for the Village during the entire process. The State does not charge the Village for Administration of the project. Public Works Director, Bartlett asked if we do accept the Entitlement Dollars, do we have to keep the airport open for the life of the project. Mr. Messina stated that yes the Village does. This would be life of work done. In the case of crack sealing, the amount of time the sealing is viable. Member, Ebersold noted that the committee needs to formulate a plan for airport projects. Once the plan is formulated, the committee as a whole needs to be supportive of decisions made. After much discussion, the committee would like to recommend to the Full Board to hold a Public Hearing on the acceptance of monies for projects at the airport. This will gauge the public's reaction to the process. The committee will do the recommendation after they meet on March 30, 2017 @ 9:00 a.m. to formulate an Airport Improvements Plan.

Noncompliant Certificates of Liability Insurance for Airport Hangar Owners was discussed. Two individuals are not in compliance with their insurance. Motion was made by Member, Muehlberg to have Clerk, Bjorklund send letters to those individuals that they need to be in compliance in 30 days, which would be by April 20, 2017 to allow mailing of the letters. Motion was seconded by Member, Ebersold. *Carried.*

Rolf Turner, Hanger #7 is not in compliance with his lease or payments to the Village. The Village Lease states that *"the lease is in default if rent is not paid within (60) days after due date. If the Lessee shall violate any of the restrictions or requirements in the lease, or shall fail to keep any of its covenants after written notice to cease such violation within (30) days, the Lessor may at once, if it so elects, terminate the same and take possession of the premises."* The committee reviewed his delinquency, and he is 2 years delinquent on rent and 1 year of Personal Property Taxes, in the amount of \$349.09. There is a new renter, Mike Jehlicka who has just started renting Hangar #7. There is nothing in the hangar at this time, but he will be bringing his plane there. The committee requested Clerk, Bjorklund place this item on the Agenda that a letter will be drafted to Mr. Turner that the Village will take control of his hangar if delinquencies are not paid by April 20, 2017. She will check with the Village Attorney first to obtain advice about the letter and place discussion on the March 13, 2017 Regular Board Meeting Agenda. Motion was made by Member, Muehlberg to follow the procedure for a letter after attorney advice to Mr. Turner; seconded by Chairman, Peer. *Carried.*

Mike & Tammy Lindquist, Hangar #8 is not in compliance with their lease to the Village. They are up to date with rent and personal property tax payments and are in compliance with Certificate of Insurance. The Hangar Lease states that *“The Lessee shall utilize the hangar for primarily airport related items.”* After inspection of the hangar with Mr. Lindquist, it was noted by Member, Ebersold that there is not airport related items there. He stated that Mr. Lindquist is looking at possibly purchasing an Ultra-lite airplane. Rod Kleiss noted that any aircraft stored in the hangar for the use of the hangar has to have an “N” number on it. Ultra-lite aircraft are not registered. Therefore, it would not meet the criteria. Mr. Lindquist had also noted that he would be willing to rent the hangar to an individual who owns a plane. After much discussion, the committee would like Clerk, Bjorklund to draft the Lindquist’s a letter stating that they will need to actively place an airplane in their hangar. Motion was made by Member, Ebersold to have Clerk, Bjorklund draft the letter; seconded by Chairman, Peer. *Carried.*

Motion to adjourn by Member, Muehlberg at 6:15 p.m.; seconded by Member, Ebersold. Carried.

Patrice Bjorklund
Village Clerk

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