

Approved Minutes of January 11th, 2021

As Approved at the Feb. 8th, 2021 meeting. Submitted by Doug Stephens, Feb. 8th, 2021

Meeting was held via Zoom. Please see documented access information at the end of these minutes.

Airport Commission Meeting

January 11th, 2020, 6:00 pm

Meeting held via Zoom

- I. Commission Meeting Call to Order: by Cooley, Chairman @ 6:01 pm
 - a. Quorum achieved
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Kathy Kopp (P, City of Platteville Common Council, Airport Representative) (P), Chuck Runde (P), Joe Sener (P), Doug Stephens (P), Danny Xiao (A). Others: Alaine Olthafer-Lange (A&A Aviation, Airport Management), Nicola Maurer (City of Platteville Administrative Director), Adam Ruechel (Platteville City Manager), Josh Holbrook (Airport Development Engineer, Wisconsin Department of Transportation, Bureau of Aeronautics).

- II. Approval of Minutes, Dec. 14th, 2020: Stephens, Secretary
 - a. Motion to approve the Dec. 14th minutes by Runde, 2nd by Sener. Passes unanimously.

- III. Citizen's Comments, Observations and Petitions: Cooley, Chairman
 - a. None.

- IV. Sub-Committee Meetings for January: Cooley, Chairman
 - a. Setup of meetings (bring calendars): On Jan. 28th the following meetings are scheduled:
 - o 10:00 -11:00 AM will be the PMAC Budget Group mtg.,
 - o 1:00 PM will be PMAC Projects Group mtg.,
 - o 2:30 -3:30 will be the Marketing Group mtg.
 - b. Back Room Refurbish Project Update:
 - o Olthafer-Lange stated that the furniture has been purchased. The carpet fit well. Things were kept under budget.
 - c. High school aviation distance learning partnership with CESA 3:
 - o Cooley spoke about Jamie Nutter (Fox Valley Aviation Program) and will put Olthafer-Lang in contact with him. Nutter had said very positive things about Olthafer-Lange/A&A Aviation.
 - o Olthafer-Lange spoke about CESA 3 (Cooperative Educational Services Agencies, with District 3 being Southwest Wisconsin) and Fox Valley Technical College (physically located in CESA District 6), and the concept of integrating an aviation program into a high school curriculum. There are 31 schools in the CESA 3 District. Fox Valley Tech is interested in expanding their concepts. Spoke about a pilot program online through CESA 3, by Fox Valley Technical College. Southwest Wisconsin Technical College may be interested in the program. Fox Valley Tech is engaged in the mechanical side.
 - d. Quarterly BOA financial update

V. Airport Masterplan and Hangar Project Update: Cooley, Chairman

- a. Design, Location, Quantity: Cooley stated that the contract was signed earlier this month.
- b. VALE Program (FAA's Voluntary Airport Low Emissions Program), alternative energy sources: Holbrook stated that the airport will not be able to get funding for solar panels, as solar panels are outside the scope of the VALE Program.
- c. Potential hangar sizes were discussed, including Erect-A-Tube Inc. hangar model 10-unit t-hangar with a 60'x60' box hangar.

VI. CARES Act Submittal: Manager

- a. One-time reimbursement: Olthafer-Lange spoke about doing a one-time submission for Airport Management for salary, which would be \$30,000. Holbrook stated that the Airport should not count upon more CARES Act funding in the future.

VII. Strategic Planning/Visioning Session Recap: Cooley, Chairman

- Progress on Relationship Building

VIII. Treasurer's Report, December 31, 2020: Du Plessis, Treasurer

- Du Plessis report noted Treasurer's Cash of \$202,571.72 and Total Assets of \$335,336.61 and an existing hangar loan balance of \$48,010.70
- a. Monthly Income, from Financial Report: \$56,911.99
- b. Monthly Expense, from Financial Report: \$24,995.52
- c. Monthly Invoice Payments: \$12,611.88
- d. Status of Project Payments: Hangar loan balance of \$48,010.70. Will have balance paid off in 2024.
- e. Annual revenue only missed by 5%, which was really good.
- f. Maurer mentioned the Alliant Bill, and that there may be some other bills coming in soon. Du Plessis asked if the Airport accrues prior-year invoices at year end, and Maurer said yes. Olthafer-Lange stated there will be a few more payments coming in as revenue for fuel.
- g. Olthafer-Lange stated that to complete the back room renovation, she needed to purchase few things from IKEA. Because the Airport doesn't have an account with IKEA, the Airport will need to reimburse Olthafer-Lange.
- e. Motion by Du Plessis to approve the Treasurer's Report and pay the vouchers. 2nd by Runde. Passes unanimously.

IX. Manager's Report: A&A Aviation Olthafer-Lange, Manager

- General Airfield Operations: December was a good month. Winter weather is starting to impact operations, as expected. Ending the year well, and overall. Even with no EAA in 2021 it was a good year in terms of airport operations. Agricultural spraying was busy, and the volume of flights helped a lot.

- The most-recently received crop land rental payment was higher, due to corn prices being higher. Corn prices are up 5%, and this resulted in the received rental payment being higher by approx. \$11,000. This helped the Airport.
- A Wounded Warrior Flight came through the Platteville Airport.
- Runde complimented Olthafer-Lange regarding the back room, noting that it is really nice.
- Du Plessis asked about video/data projection in the back room. We don't have that capability/equipment yet. Olthafer-Lange will check into it.
- Cooley asked Maurer and Ruechel about future City annual commitments of \$15,000 to the Airport, through the City budget. Maurer noted that it did pass through the Council, and would be \$15,000 annually, for the purpose of the Airport's annual matching funding requirements for projects. \$15,000 will come from the City to the Platteville Airport in 2021. The Airport will record this in the Airport budget.
- Airport Committee meetings will be January 28th. The University Engineering Senior Design group will have their presentation at 1:00 PM on Jan. 28th. Discussed having the presentation from 12:30 -1:00 then the Project Group meeting from 12:30 -2:00 PM.
- Olthafer-Lange noted that the Airport will receive a big credit from the fuel farm concrete pad, as this was worked on in the runway project. We will end up paying in about \$80,000. Cooley asked Holbrook about when projects will be closed. Holbrook stated that they would be closed right after the last bill comes in. Holbrook is currently working with other airports as their entitlements come in.
- Kopp asked about Travis Tranel's visit to the Airport. Olthafer-Lange responded that the visit went well, and they did a Discovery Flight.

- Flight Operations:

Flight Activity Dec. 2020	Flight Activity Dec. 2019
Total Flights 1250	Total Flights 494
Personal 234	Personal 76
Business 60	Business 38
Instruction 956	Instruction 380

- Fuel Sales:

Fuel Sales Dec. 2020	Fuel Sales for Dec. 2019
100LL 1043 Gallons	100LL 777 Gallons
JetA 1119 Gallons	JetA 1163 Gallons

- Fuel Purchased and Current Price (Dec. 2020):

Fuel Type	Quan. Purchased	Current Price
100LL	0	\$4.05
JetA	0	\$3.00

d. Marketing Update: None/previously covered in this meeting.

X. Adjournment: Cooley, Chairman

a. Motion to adjourn by Stephens, 2nd by Du Plessis. Passes unanimously. Adjourned at 6:46 PM

Access information from Jan. 11th, 2021 Meeting Agenda:

To join the Airport Commission Meeting via Zoom please visit:

<https://us02web.zoom.us/j/7658241452?pwd=c3hxa1l4azBXY3lxVm9UM0liTU1jUT09>

Meeting ID: 765 824 1452

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