



January 24, 2018

Airport Committee Meeting

The Airport Committee met on Wednesday, January 24, 2018 @ 10:00 a.m. at 316 S. Brad Street, Grantsburg, Wisconsin.

The Airport Committee Meeting was called to order at 10:00 a.m. by Chairman, Greg Peer.

Roll Call

Present: Chairman, Greg Peer
Member, Larry Ebersold
Member, Caylin Muehlberg

Absent: Village Treasurer, Sheila Meyer

Others: Village Clerk, Patty Bjorklund
Public Works Director, Chris Bartlett
Rod Kleiss – Pilot

Greg Peer opened the meeting with discussion of long range planning at the Grantsburg Municipal Airport. The focus was mostly on the campground at the airport. Rod Kleiss had been in discussion with Steve Hoffman, WI DNR regarding placement of a gravel road/path along County Road D to the Crex Visitor Center and surrounding Crex Meadows Area. Mr. Hoffman also stated that the path would be something that they could coordinate their efforts with as far as graveling that area with the village. Mr. Kleiss also noted that Scott Nellisen who is a pilot that is interested in either renting or building a hangar at the Grantsburg Municipal Airport would be willing to use his equipment from his business for excavation, and earth-moving. He stated that his business would be willing to hold the Workmen's Compensation for any volunteers that help him with the cleanup of the trails for the "potential" campground located at the west to northwest of the terminal and runways. Chairman, Peer stated that the village would most likely need to drill a well before the campground is constructed. Member, Muehlberg asked if anyone from the village has contacted someone from the WI DNR regarding regulations for placement of a campground. Public Works Director, Bartlett has not contacted anyone, but will in the next week or two. Mr. Kleiss felt that a few campground sites to start would suffice with the WI Bureau of Aviation to move forward with approval with them at the airport. Member, Ebersold stated that the village would need to take out trees and put in paths at the airport before the campground is put in place. Chairman, Peer noted that the village should charge for use of those sites. Everyone agreed that the fee should be implemented, however; it should be less than Memory Lake Campground. Rod Kleiss stated that he will fly to Madison, WI to discuss with him after we have more confirmation from the WI DNR for requirements there. Member, Muehlberg would like to participate in that meeting. The committee agreed. Village Clerk, Bjorklund stated that if she is going for the interest of the village that is allowable. More discussion will take place at the Thursday, February 8, 2018 meeting that will be scheduled in the Village Board Room for the purpose of the Airport Committee Meeting at 10:00 a.m.

Hangar #7 Noncompliance discussion took place. Village Clerk, Bjorklund had presented a letter that she included in the members' packets that she had sent to Mr. Turner on December 21, 2017. The letter notified Mr. Turner that he was not in compliance with his lease agreement in regards to item #7 of his lease. It stated that the Lessee shall utilize the hangar for primarily airport related items. He was not in compliance with his lease as there was nothing in his hangar. The previous sub-lessor had removed his plane from that hangar. The letter stated that he had 30 days to comply with either sub-lease of the hangar, sale of his hangar or



January 24, 2018

Airport Committee Meeting

storage of his own airplane or airport related items. Mr. Turner did not respond to Village Clerk, Bjorklund's letter. Village Clerk, Bjorklund showed the committee a letter that was drafted previously for non-compliance to another hangar drafted from the Village of Grantsburg Attorney, Anders Helquist of Weld Riley, SC. The committee changed the language of the letter to coincide with their wishes to have Mr. Turner be in compliance with the terms of his lease. He has 15 days within receipt of the notice to correct the Hangar #7 non-compliance issue. Date of compliance would be Wednesday, February 14, 2017.

Member Muehlberg moved, seconded by Member Ebersold to recommend to the full board that a certified letter is sent by Village Clerk, Bjorklund to Mr. Turner. In the letter, the village will be taking over Hangar #7 by the deadline of February 14, 2018 per the terms of his lease with the village. This item will be discussed at the January 8, 2017 Regular Board Meeting. The item cannot be acted upon until after February 14, 2018 which is the deadline of the compliance of Hangar #7.

Ayes: Peer, Ebersold, Muehlberg
Nays: NONE
Motion to approve: Carried

Crack-fill discussion took place for the runway at the Grantsburg Municipal Airport.

Public Works Director, Bartlett noted that he had been in communication with Matt Messina, Airport Development Engineer with the Wisconsin Bureau of Aeronautics. He had provided him with contractors contact information for quotes for of the Airport Crack-fill Project. They were: Jake Lynch – Fahrner Asphalt Sealers; Cole Newman – Premier Outdoor Services and Jeremy Burton – Burnett County Highway Department. The contacts were part of the plan moving forward. It was detailed as follows:

1. Public Works Director, Bartlett sends the contact emails for Burnett County Highway Department, Fahrner Asphalt Sealers and Premier Services.
2. Mr. Messina will email those individuals and ask them for an updated quote based on having to comply with the current federal wage rates and an estimated quantity (15,000 pounds) of crack-fill.
3. Assuming the low bid stays under \$25,000; Mr. Messina will draw up a contract and send it out to the low bidder for signature and bond.
4. Mr. Messina will then send the contract to the Village for their signature which approves the low bidder's bond.
5. Wisconsin Bureau of Aviation will then sign the contract issue a "notice to proceed" to the low bidder who will complete the work when the weather permits.

Mr. Messina stated that he will wait to send an email out to the bidders once Village Clerk, Bjorklund gives him the official ok on proceeding with the project

Member Muehlberg moved, seconded by Member Ebersold to recommend to the full board that the board will move ahead and get quotes for the Airport Crack-filling project of the runway.

Ayes: Peer, Ebersold, Muehlberg
Nays: NONE
Motion to approve: Carried



January 24, 2018

Airport Committee Meeting

Member Muehlberg asked Public Works Director, Bartlett if he has discussed the cost of an estimate for a plan for the terminal building has been discussed with Mr. Messina. Public Works Director, Bartlett will discuss this with him and report his findings for costs for doing a plan and what the cost would be to the village.

Rod Kleiss would like the committee to discuss at the February 8, 2018 Airport Committee Meeting a date to tour other airports with pilots by plane with the committee.

Member Muehlberg moved, seconded by Member Ebersold to adjourn the Airport Committee Meeting at 10:40 a.m.

Ayes:	Peer, Ebersold, Muehlberg
Nays:	NONE
Motion to approve:	Carried

Submitted by:

Patty Bjorklund – WCMC, CMC, CMTW
Village Clerk, Deputy-Treasurer
January 24, 2018