



February 27, 2018

## Airport Committee Meeting

The Airport Committee met on Tuesday, February 27, 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, Caylin Muehlberg

Absent: Member, Larry Ebersold

Others: Village Clerk, Patty Bjorklund  
Village Treasurer, Sheila Meyer  
Public Works Director, Chris Bartlett  
Matt Messina, EIT – Airport Development Engineer, WI Bureau of Aeronautics  
John Larson – Plant Superintendent, Burnett Dairy Co-operative  
Rod Kleiss – Pilot

Chairman, Peer gave the floor to Matt Messina, Airport Development Engineer of the WI Bureau of Aeronautics. Matt conveyed the fact that he had conflicting information regarding the project that was applied for which is crack-sealing of the airport runway. There had been discussion regarding renovations or upgrades to the existing airport terminal. He stated that the petition that was applied for is strictly for the crack-filling of the current runway. He stated that in order to start the process for the terminal, the total reconstruction of the runway would need to be done before doing the terminal building. This is due to the fact that the runway is in such poor condition. Matt didn't want to start the process of getting quotes on crack-filling of the runway until he was sure of what the committee and board's intent was for the work to be done at the airport. Chairman, Peer realizes that the crack-filling needs to be done and that is the first project that needs to be the main focus. The terminal building was just a discussion point at previous meetings. This is something to look at in the future he stated. Member, Muehlberg reiterated that fact. Discussion also was brought forth to Matt regarding a possible campground. Matt stated that the contact of point for future discussions regarding this would be Hal Davis who is the Compliance Manager for the Wisconsin Dept. of Aeronautics. The village would have to release a section of land which is part of the airport, and that is where the campground would have to stay. Then the village and the Wisconsin Department of Aeronautics would go through a State Land Release Process. This would release that parcel of land from any Aeronautical Obligations. This would need to be done prior to spending any Entitlement Federal Dollars. Public Works Director, Bartlett wondered if the process of looking at a campground would slow down the crack-sealing being done at the airport. Matt stated that the latest crack-sealing has been done is into the fall. He didn't see this as an issue. The steps that would need to be done according to Matt would be to go through the FAA and work with Hal Davis as well as Diane Danielson to draw up a formal request to release a parcel of land for campground purposes prior to spending the Entitlement Dollars. He will have Hal contact Village Clerk, Bjorklund regarding the process for releasing a parcel of land for a campground at the airport.

***Member Muehlberg moved, seconded by Chairman Peer to recommend to the full board that they go forward with the process with the steps to release the land for a campground at the airport. The board***



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***will work with interested airport individuals and Crex Meadows Wildlife Area and the WI Dept. of DNR for planning purposes.***

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

Public Works Director, Bartlett asked Matt if someone was interested in building a hangar at the airport, would the village need to update our Airport Layout Plan (ALP). Matt stated that the way it's supposed to work is the airport hangar owner files an Airspace Case, stated with the specifics (e.g. location, height, etc.) He stated that there is nothing listed on the ALP currently, so they can't build. The ALP will need to be updated. He suggested doing an updated ALP with the hangar upgrades and terminal building for future enhancements to the plan. He noted that an outside consultant does the ALP. The ALP could run anywhere from \$50,000 to \$70,000 and the village would do the 5% match. There is no time limit when the request can be made during the year to do the ALP. The petition for the ALP would need to be done much like the one for the crack-filling of the runway was implemented. Entitlement Dollars can be used for the ALP. He wanted to stress that if the process for future development at the runway and terminal building upgrades are to be done, it needs to take place in the near future. The crack-sealing is just a fix for the time being he noted. Member, Muehlberg asked when Entitlement Dollars are loaned to another Airport, how long before the money can be taken back. Matt noted that you can get the money back within a year per the agreement. The current agreement was with Shawano Airport for lending of the Entitlement Dollars in the amount of \$150,000 for 2014. Matt wanted to convey that the village has 4 years to spend any dollars. He also noted that there are other apportioned discretionary grant funds available for projects at the airport that are available from the state. Those funds are better suited for fuel, etc. at the airport Member, Muehlberg noted. Matt agreed that those funds could be used for those types of projects. He wanted everyone to keep in mind that a big project is more cost to the village for their 5% spent on that project. Member, Muehlberg mentioned the campground would help defray costs for the airport.

Chairman, Peer gave the floor to John Larson who is Plant Superintendent for Burnett Dairy Cooperative. Discussion took place regarding the current agreement that was made on March 24, 2017 commencing on April 1, 2017 and will continue until March 31, 2018. The lease states that Burnett Dairy will pay rent annually for the crop year in the amount of \$1,500. Burnett Dairy will provide all labor, materials and poison to exterminate the gophers at the Grantsburg Airport. John stated that 270 gophers were taken last year at the airport. They were trapped by 3 trappers there. The trucks going into the airport are causing some damage to the driveway(s) going into the airport when they dump their whey there Member, Muehlberg noted. John said he will have the driver keep an eye on the condition of the driveways and report back to him. He stated that he will make sure gravel is brought in by the dairy to help with the maintenance there. Public Works Director, Bartlett noted that it is a sand base. It will go away over time. Village Treasurer, Meyer wondered if the pulverized blacktop from the Wisconsin Avenue Project could be used there. Public Works Director, Bartlett stated that it would help, but won't solve the problem. The lease agreement appears to be fine, however; the driveways need to be maintained. John wanted it noted that Burnett Dairy really appreciates the village letting them dump there. He will see to it that the driveway is maintained with the help of Burnett Dairy.



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***Chairman Peer moved, seconded by Member Muehlberg to recommend to the full board to approve the 2018 Lease Agreement with Burnett Dairy and the Village of Grantsburg for use of the fields there for dumping whey water and removal of gophers.***

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

John asked if the fields that Burnett Dairy uses for dumping will go away anytime in the future to allow them to dump the whey water. The consensus of the committee was that there are no immediate plans to stop the fields from being used by Burnett Dairy.

The committee discussed a day to do various tours of other airports similar in size to the Grantsburg Municipal Airport. Rod will get back to everyone on the committee and Village Clerk, Bjorklund for dates in March 2018 to do those tours. The dates that are the most accommodating for the tours, are the 15<sup>th</sup> and 22<sup>nd</sup>.

***Trustee Muehlberg moved, seconded by Chairman Peer to adjourn the Airport Committee Meeting at 10:30 a.m.***

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

Submitted by:

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