

**City of Stevens Point
Airport Commission
January 8, 2024 - 12:32 PM**

**Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303) 715-8592

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman, Anna Haines and Ray Schmidt.

ALSO PRESENT: Joel Lemke, Mary Klesmith, Shane Kohnen, Chris Lefebvre, Eric Southworth, Jason Draheim, Ald. Shuda, Ald. Lang, and Marissa Loew.

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the December 11, 2023, meeting minutes of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the claims for the month of December as audited and read.

Ayes all. Nays none. Motion carried.

4. 2024 Capital Operations & Maintenance Plan - Joel Lemke/Jason Draheim

Joel Lemke explained that even though the new mower is going to be paid for with City capital dollars, it still included on the document. He said there is also a wind cone that

needs to be replaced, which will use the department's dollars.

Ray Schmidt asked if the new wind cone would require a new building as well.

Jason Draheim said it would just be a wind sock on a specialized tower.

Paul Adamski asked what does City CIP, not airport funds mean.

Joel Lemke said the City's general fund is paying for the mower, not the Airport's general fund.

Paul Adamski asked if the City was paying for it because it would be used in other areas.

Joel Lemke replied no, because the funds the airport gets are tax levy dollars. He said the Airport Department participates in the city's capital process when they have Capital Requests because that is where the funding comes from; besides the revenue from leases and fuel.

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the 2024 Capital Operations and Maintenance Plan.

Ayes all. Nays none. Motion carried.

5. Written/Verbal Report - Jason Draheim

Jason Draheim said they had a successful shake-down snow removal run over the weekend and the maintenance crew did a great job. He said there is a lot of maintenance on the machinery after the next storm.

Ray Schmidt asked if the machinery was out at the airport or if it was stored somewhere else.

Jason Draheim said it is always stored at the airport.

Carl Rasmussen asked about the significant increase in aircraft movement in the last half of the year.

Jason Draheim said last year was abnormally low because they had their major runway reconstruction project. He said the numbers are almost as close to 2021's numbers. Jason Draheim believes that in 2024 they will be right back up where they were before.

Ray Schmidt asked if they closed the gates yet.

Jason Draheim replied no, not yet. He said they attempted to, but they had a network communication issue that keeps turning the gates offline. Jason said they have their

consultant, Per-Mar, looking into it to make sure it is reliable before going live.

Carl Rasmussen asked about the pilot controlled lighting under the activity section and asked how that functions.

Jason Draheim said most aviation airports that do not have a tower that controls the lighting have lighting that is controlled on the Common Traffic Advisory Frequency. He said a certain number of clicks on the microphone will change the level of the lights. He said when it is dark the lights will remain on low. Jason Draheim said it is more cost-effective now that they have LED lights.

Ray Schmidt asked if the lights are on high during the day.

Jason Draheim replied no, that the lights are mainly used for low weather or nighttime.

6. Adjournment.

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:39 P.M.