

Our intention is to have in-person meetings going forward. Meetings will be held at 300 Bliss Avenue. This in-person location will meet the legal requirement for our open meetings. We will have a virtual option available, but technology for the hybrid style meeting may not be reliable.

**City of Stevens Point
Airport Commission
October 14, 2025 - 12:30 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

(or immediately following previously scheduled meeting)

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of Minutes
3. Approval of Department Claims
4. Written/Verbal Report - *Jason Draheim*
5. Adjournment.

The next Airport Commission meeting will be Monday, November 10, 2025 immediately following the Board of Water & Sewerage Commission Meeting.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the Director as soon as possible to ensure a reasonable accommodation can be made. The Director can be reached by telephone at (715) 345-5260, or by mail at 300 Bliss Avenue, P.O. Box 243 Stevens Point, WI.

Copies of resolutions, reports and minutes of the Airport Commission Meetings are on file at the Administrative Office of the Water and Sewage Departments for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

**City of Stevens Point
Airport Commission
September 8, 2025 - 12:13 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, Jason Draheim, Jennifer Schmeiser, Chris Lefebvre, Shane Kohlen, Ald. Lang, Ald. Shuda and Jaime Zdroik

2. Approval of Minutes

Motion made by Mae Nachman, seconded by Anna Haines to approve the August 11, 2025, meeting minutes of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the department claims for the month of August 2025 as audited and read.

Ayes all. Nays none. Motion carried.

4. Written/Verbal Report - Jason Draheim

Jason stated the annual fuel QC Inspection is underway. They are halfway through the inspection, and it is going well.

5. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:15 P.M.

REPORT TO THE OCTOBER 14, 2025
MEETING OF THE AIRPORT COMMISSION

FINANCES:

Bank balance as of September 1, 2025	\$ 210,996.25
Bank deposits recorded in September 2025	\$ 15,996.11
	\$ 226,992.36

CHECKS ISSUED IN SEPTEMBER 2025

3074	Employee Resource Center	Monthly EAP Fees	5.98
3075	Abel Ruga	August-Cleaning Services	175.00
3076	City of Stevens Point	Retirement, insurance & phone	8,176.15
3077	Securian Financial	MN Life Insurance Policy #002832L	16.00
3078	Stevens Point Public Utilities	Verizon Ipad charges 724/25-8/23/25	606.71
3079	Stevens Point Public Utilities	Mowing done for Airport	667.20
3080	City of Stevens Point	Monthly billing for April-Heartland Business IT Invoices	134.06
3081	Heartland Business Systems, LLC	Server Support	322.64
3082	QTpod	Renewal for M4000 Subscription	2,270.50
3083	Mastercard	Rugs & internet, Aircraft & pilot association	533.33
3084	City of Stevens Point	Workers Comp Premiums	354.81
3085	Westmor Fluid Solutions, LLC	10LL Cabinet Repair	127.35
EFT	Payroll	September 2025	8,843.99
	Delta Dental	Premium Charges	71.38
	Wisconsin Public Service	Utility Charges	1,677.59
	IRS & WI Dept of Revenue	Payroll Taxes	3,746.41
	Gen Aviation	Gen Aviation	230.82
TOTAL EXPENSES LISTED			\$ 27,959.92
BALANCE ON HAND SEPTEMBER 30, 2025			\$ 199,032.44

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Plus checks written after end of month	\$ -
Plus uncleared checks	\$ 533.33
Less checks previously written clearing this month	\$ (2,844.45)
Ending Cash Balance matching Bank Statements	\$ 196,721.32

September 2025

Airport Activity

- Annual fuel QC inspection complete.
- Young Eagles event Sep 27th.
- Legacy crosswind runway designation pending.
- Master plan project in progress.

Previous Yr. / Present Yr. aircraft movements recorded during business hours.

<u>2024</u>	<u>AC</u> <u>Movement</u>	<u>Cumulative</u> <u>Movements</u>	<u>2025</u>	<u>AC</u> <u>Movement</u>	<u>Cumulative</u> <u>Movements</u>
January	245	245	January	201	201
February	318	563	February	152	353
March	300	863	March	201	554
April	308	1171	April	220	774
May	412	1583	May	388	1162
June	541	2124	June	427	1589
July	645	2769	July	680	2269
August	621	3390	August	575	2844
September	580	3970	September	592	3436
October	601	4571	October		
November	400	4971	November		
December	289	5260	December		
Total	5260		Total	3436	
Average	438		Average	382	
High Mo.	645		High Mo.	680	
Low Mo.	245		Low Mo.	152	

Previous Yr. / Present Yr. fuel sale comparison by month. All quantities are U.S. Gallons.

<u>2024</u>	<u>100LL</u>	<u>Jet-A</u>	<u>2025</u>	<u>100LL</u>	<u>Jet-A</u>
January	388.79	1127.4	January	433.58	1679.8
February	1197.66	3966.6	February	318.1	817
March	1099.94	1910.9	March	561.4	1156.4
April	1023.06	2688.87	April	1222.73	1346.2
May	1500.43	904.7	May	2009.14	3566.4
June	1314.71	3003	June	1540.96	2472.4
July	3255.38	3053.5	July	2374.84	3299.3
August	1882.43	3949	August	1336.9	2509.9
September	2330.78	2108.3	September	1270.83	1459.7
October	1446.08	1543.2	October		
November	813.41	140.9	November		
December	345.74	907.7	December		
Total	16598.4	25304.07	Total	11068.5	18307.1
Average	1383.2	2108.673	Average	1229.83	2034.12
High Mo.	3255.38	3966.6	High Mo.	2374.84	3566.4
Low Mo.	345.74	140.9	Low Mo.	318.1	817

Hangar Rentals/Availability

- *Airport Hangars are currently occupied at full capacity. There are currently 22 Individuals interested in basing aircraft at Stevens Point Municipal should space become available.*

Aircraft Rentals/Instruction Given

N/A

Airport Maintenance/Projects (Proposed/Completed)

- *Fuel System filter changes and meter calibration current.*
- *Vehicular tank meter (VTM) licenses current..*

This report was completed by Jason Draheim. Questions concerning the report or any other related issues can be answered by contacting Jason Draheim by telephone at 715.345.8993, or by e-mail, jdraheim@stevenspoint.com.

Stevens Point Municipal Airport

Month-End Fuel Report

To: Airport Commission

From: Jason Draheim, Airport Manager

Month: September **Year:** 2025

(neg difference = fuel gained)
(pos difference = fuel missing)

	<u>100LL Gal.</u>	<u>Jet-A Gal.</u>	<u>Total Gal.</u>	<u>Invoiced Gallons Received</u>
<u>Prev. Month Jet-A Truck Quantity</u>	N/A	1274	N/A	
<u>Prev. Month Qty</u> (veeder-root)	5063	5140	11477	
<u>Purchases</u> (+)	0	0		
<u>Sold</u> (-)	1270.83	1459.7	2730.53	
<u>Used</u> (-)	5	5	10	
<u>Total Qty</u> (=)	3787.17	4949.3	8736.47	
<u>Month End Jet-A Truck Quantity</u>	N/A	1578	N/A	
<u>Month End Qty</u> (-) (veeter-root)	3795	3391	8764	
<u>Difference</u> (=)	-7.83	-19.7	-27.53	

	<u>100LL Gal.</u>	<u>Jet-A Gal.</u>	
<u>Tax exempt Gal.</u> (includes used gals)	0		0

Veeter-Root & Pump Readings

	<u>100LL Gal.</u>	<u>Jet-A Gal.</u>
This month end inches:	47.83	43.96
This month end temp:	62.4	62.7
This month end meter:	3795	3391 (tanks only)
Prev month end inches:	59.76	60.43
Prev month end temp:	60.2	60.5
Prev month end meter:	5063	5140 (tanks only)
Price per gal:	5.25	5.2
Inventor gals:	3795	3391
Inventory Value:	<u>\$ 19,923.75</u>	<u>\$ 17,633.20</u>
Total Inventory Value:	<u><u>\$ 37,556.95</u></u>	