

**City of Portage
Airport Commission Meeting
Wednesday, April 10, 2013, 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One**

Members present: Rita Maass, Chairperson; Michael Oszman and Barry Erath

Members excused: Jeff Garetson, Fred Langbecker and David Tesch

Others present: John Poppy, Manager; Bob Redelings, Public Works Director; Craig Sauer, PDR; Bill Welsh, Cable TV

Note: Due to the lack of a quorum, all voting is for information only and these matters will be action items at a subsequent meeting.

1. Roll Call
2. Approval of minutes of previous meeting

Motion by Oszman, second by Erath to approve the minutes from the August 22, 2012 meeting. Motion carried 3 to 0 on call of the roll.

3. Discussion of airport operations

The Manager's report was presented (attached)

Erath inquired as to whether the hanger rental rates should be increased. Poppy indicated that recent surveys indicate the rates are in line w/ other airports. Maass indicated a surcharge was implemented a couple years ago and was hopeful that the income would be earmarked for airport projects and not merely placed in the general fund.

4. Discussion and possible action on hangar repairs

Drainage improvements consisting of trench drains in front of the hanger doors was discussed. Much of the work could be performed by City crews. Maass indicated it would be important to keep debris from clogging the grates. It was also mentioned that some of the hanger doors need repair to operate better.

5. Discussion and possible action on wildlife abatement plan for airport including fencing

Redelings contacted the DNR for recommendations on ways to keep deer off airport property. The only effective ways included means already known – fencing (most effective) and shooting them (most cost-effective via archery). Maass suggested acquiring additional details from the DNR and the need to review the City's current ordinance regarding shooting w/i the City limits and the current insurance policy. Oszman mentioned that bow hunting was considered in City Parks a couple years ago. A draft ordinance was developed at that time. Poppy said he knows the three locations where deer are seen most frequently.

Fencing was also suggested for safety to keep people from walking across the runways. Poppy suggested fencing along the south and east boundaries of the airport property. He also thought the FAA may assist w/ funding because it would be deemed a safety measure. It was suggested that Redelings and Poppy get more details on the fencing option.

6. Update on 2013 airport budget

Redelings provided a brief status report of the 2013 projects. The PAPI installation may cost more than budgeted, although there should be sufficient funds because the crack filling budget is expected to have a surplus

7. Discussion and possible action on claims.

Poppy explained that David Goetz had contacted him regarding making some repairs to his hanger. Mr. Goetz submitted 2 receipts for payment (attached). This action requires Airport Commission approval. Motion by Oszman, second by Erath to approve the expenditures. Motion carried 3 to 0 on call of the roll.

8. Adjournment

Motion by oszman, second by Erath to adjourn. Motion carried 3 to 0 on call of the roll.

The meeting concluded at 6:50 p.m.

Respectfully submitted,

Robert G. Redelings, Public Works Director